PBC Annual Zoning Staff Calendar
January 2021 (1)(6)

Legend:
- ZAR – Zoning Agency Review
- AV - Type 1 Administrative Variance
- PH - Public Hearing (Community Development)
- CLF - Congregate Living Facility
- EAC – Expedited Application Consideration
- PAC – Pre-application Conference
- BCC - Board of County Commissioners
- DRO – Development Review Officer
- LDRAB - Land Development Regulation Advisory Board
- LDRC – Land Development Regulations Commission
- ZC – Zoning Commission

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
27	**28** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; Full DRO Resubmittal Noon(2) Comments open staff/locked agent; PH Sufficiency Review Due (12/7); PH Municipal Letters Due (12/7); Full DRO Sufficiency Review Due (12/7); Full DRO PAC Submittal(1)(4); **AV Submittal(1)**	**29** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; AV Certification (1/28); • BCC Revised Resos to Cty Atty (12/22); • BCC Result List to Web and letters to Agents (12/22); • ZC Packet to the Web 5pm (1/7); • ZC Packet Delivery (1/7)	**30** PH Final Certification (12/14)(1)(3) Comments open agent/locked staff; • EAC Report Agency Conditions/Comments Due (1/28/21); • DRO ePlans to the Web (12/23); AV Comments Due (11/30); Send RT Exhibit to SP CR Spvrs (2/24)	**31** LDRC & ULDC BCC Legal Ad to CR Spvrs (1/27 & 1/28); • ZC Resos to Cty Atty Pre Hearing (1/7); • ZC Notices and Legal to Supervisor (2/4)	**1** **Holiday**	**2**
3	**4** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; **PH Submittal (Intake) Noon(2)(4)**; **Full DRO Submittal (Intake) Noon(2)(4)**; PH Recommendation mtg. 2 pm	**5** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; Concurrency Submittal; CLF Submittal 9 am-11 am; • ZC Add/Delete to Z Tech Noon (1/7); • Final BCC/EAC Notices and Legal Ad to SP Tech & Z Tech (1/7); Final LDRC Legal Ad to Z Tech (1/27); Final ULDC BCC Legal Ad to SP Tech & Z Tech (1/28)	**6** PIA-INTAKE (3/24); Request for DRO Workshop Items(5) 1/12 Noon; BCC (EAC) Sign Posting for 1/28 BCC; AV Sign Posting for 1/28 Meeting; • BCC/EAC Notices to CMS and Web 11am (1/28); • BCC/EAC Legal Ad send to PB Post Noon (1/28); • ZC Add/Delete to Web and ZC Noon (1/7); • ZC Report Agency Comments/Conditions Due (2/4); Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (1/27); LDRC Legal Ad send to PB Post (1/27); ULDC BCC Legal Ad send to PB Post (1/28); RT Exhibit CR Spvrs Due (2/24)	**7** 9:00 AM ZC HEARING	**8** **Full DRO Resubmittal Review and Approval Deadline (12/28)(1)** Comments open agent/locked staff; • BCC/EAC Reports to Supervisor (1/28); • BCC Resos to Supervisors (1/28); • Full DRO Result List to Web/GIS & letters to Applicant (12/28)	**9**
10 • BCC/EAC Legal Ad in PB Post (1/28); • LDRC Legal Ad in PB Post (1/27); • ULDC Legal Ad in PB Post (1/28)	**11** ZAR(8)(9) On-Line Submittal/ Resubmittal opens 5 pm; **PH Resubmittal Noon(2)** Comments open staff/locked agent; **Full DRO Resubmittal Noon(2)** Comments open staff/locked agent; • Z Tech send DRO Agenda to Staff 9am; ULDC BCC Exhibits to CR Z Tech (1/28); Send RT Exhibits SP/Email Agencies/Zoning (2/24)	**12** 9:00 AM DRO Meeting; (DRO Items: 1/4 Sufficiency Review(7) and 12/7 Submittal Review); ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; • Final ZC Notices and Legal Ad to SP Tech and Z Tech(2/4); • BCC Resos to Web and GIS for Mapping (12/22); • ZC Reports to Supervisor (2/4); • ZC Resos to Supervisor (2/4); • BCC Reports/Resos to Z Tech (1/28); AV Sufficiency Review Due (12/28); Final LDRAB exhibits to Z Tech (1/27)	**13** ZC Sign Posting for 2/4 ZC; • ZC Notices to CMS and Web 11am (2/4); • ZC Legal Ad send to PB Post Noon (2/4); • BCC Packet to Administration (1/28); Final LDRAB packet to CR Spvrs (1/27)	**14** • ZC Revised Resos to Cty Atty (1/7); • ZC Result List to Web and Letters sent to Agents (1/7); LDRAB packet to Admin (1/27)	**15** **AV Resubmittal(1)**; PH Storytime (1/4); • BCC Packet to Graphics Noon (1/28); • DRO ePlans to the Web (1/8); LDRAB Packet to graphics (1/27); RT Exhibits from Agencies/Zoning Comments Due (2/24)	**16**
17 • ZC Legal Ad in PB Post (2/4)	**18** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; PH Submittal (12/7) Comments Due; Full DRO Submittal (12/7) Comments; Comments open agent/locked staff; **Holiday**	**19** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; • BCC Resos Mapped from GIS (12/22); • ZC Reports/Resos to Z Tech (2/4)	**20** • BCC Packet to the Web 5pm (1/28); • BCC Packet delivery (1/28); LDRAB Packet Delivery and post to Web (1/27); Round Table Z Tech print packet (2/24)	**21** Concurrency Submittal; CLF Submittal 9am-11am; • BCC/EAC Notices and Legal ad to Supervisor (2/25); • BCC Resos to Cty Atty Pre-Hearing (1/28); • ZC Packet to Administration (2/4); Round Table Zoning (2/24)	**22** **PH Resubmittal Review and Pre-Certification (1/11)(1)(3)**; **Full DRO Resubmittal Review and Approval Deadline (1/11)(1)** Comments open agent/locked staff; • Full DRO Result List to Web/GIS & letters to Applicant (1/11); Round Table Agencies (2/24)	**23**
24	**25** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; PH Insufficiency Review Due (1/4); Full DRO Sufficiency Review Due (1/4); Full DRO PAC Submittal(4)(1); **Full DRO Resubmittal Noon(2)** Comments open staff/locked agent; **AV Submittal(1)**; • ZC Packet send to Graphics Noon (2/4); LDRAB Add/Delete to Z Tech (Noon) (1/27)	**26** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; AV Certification (2/25); • BCC Add/Delete to Z Tech Noon (1/28); LDRAB Add/Delete to Web/Board (Noon) (1/27)	**27** 2:00 PM LDRAB/LDRC; PIA-INTAKE (1/6) Sufficiency Due (3/24); PH Final Certification (1/11)(1)(3) Comments open agent/locked staff; • BCC Add/Delete to Web/BCC Aides Noon (1/28); • ZC Packet to the Web 5pm (2/4); • ZC Packet Delivery (2/4); AV Comments Due (12/28)	**28** 9:30 AM BCC Hearing; 9:00 AM AV Meeting; • EAC Report Agency Conditions/Comments Due (2/25); • ZC Resos to Cty Atty Pre Hearing (2/4); • ZC Notices and Legal to Supervisor (3/4); • ZC Resos to Web and GIS for Mapping (1/7); LDRC & ULDC BCC Legal Ad to CR Spvrs (2/24 & 2/25); Send RT Exhibit to SP CR Spvrs (3/24)	**29** • DRO ePlans to the Web (1/22)	**30**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for March 2021 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment **(7)** No decision until sufficiency review Due date. **(8)** ZAR dates exclude Concurrency and Type 1 CLF applications. **(9)** ZAR Sufficiency/Insufficiency date is determined at time of application acceptance. 1/4/21: LDRC & ULDC Legal Ad in PB Post added (sg)

PBC Annual Zoning Staff Calendar

February 2021 (1)(6)

Revised: 1/4/21; 2/4/21

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
31	**1** ZAR(8)9 **On-Line Submittal/Resubmittal opens 5 pm** / **PH Submittal (Intake) Noon**(2)(4) / **Full DRO Submittal (Intake) Noon**(2)(4) / PH Recommendation mtg. 2 pm	**2** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** / Concurrency Submittal / CLF Submittal 9am-11am / • Final BCC/EAC Notices and Legal Ad to SP Tech and Z Tech (2/25) / • ZC Add/Delete to Z Tech Noon (2/4) / Final LDRC Legal Ad to Z Tech (2/24) / Final ULDC BCC Legal Ad to Z Tech (2/25)	**3** PIA-INTAKE (4/28) / Request for DRO Workshop Items(5) 2/9 Noon / PH **Sufficiency** Review Due (1/4) / PH Municipal Letters Due (1/4) / BCC (EAC) Sign Posting for 2/25 BCC / AV Sign Posting for 2/25 Meeting / • BCC/EAC Legal Ad send to PB Post Noon (2/25) / • PH Sign Posting (EAC) for 2/25 BCC Noon / • ZC Add/Delete to Web and ZC Noon (2/4) / • ZC Report Agency Comments/Conditions Due (3/4) / Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (2/25) / LDRC Legal Ad send to PB Post (2/24) / ULDC BCC Legal Ad send to PB Post (2/25) / RT Exhibit CR Spvrs Due (3/24)	**4** 9:00 AM ZC Hearing / • BCC/EAC Notices to CMS and Web 11am (2/25) / • BCC Revised Resos to Cty Atty (1/28) / • BCC Result List to Web and letters to Agents (1/28) / • ZC Resos mapped from GIS (1/7)	**5** **Full DRO Resubmittal Review and Approval Deadline (1/25)**(1) Comments open agent/locked staff / • BCC/EAC Reports to Supervisor (2/25) / • BCC Resos to Supervisors (2/25) / • Full DRO Result List to Web/GIS & letters to Applicant (1/25)	**6**
7 • BCC/EAC Legal Ad in PB Post (2/25) • LDRC Legal Ad in PB Post (2/24) • ULDC Legal Ad in PB Post (2/25)	**8** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** / **PH Resubmittal Noon**(2) Comments open staff/locked agent / **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent / • Z Tech send DRO Agenda to Staff 9am / AV Sufficiency Review Due (1/25) / ULDC BCC Exhibits to CR Z Tech (2/25) / Send RT Exhibits SP/Email Agencies/Zoning (3/24)	**9** 9:00 AM DRO Meeting / (DRO Items: 2/1 Sufficiency Review(7) and 1/4 Submittal Review) / ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** / • Final ZC Notices and Legal ad to SP Tech & Z Tech (3/4) / • BCC Reports/Resos to Z Tech (2/25) / Final LDRAB exhibits to Z Tech (2/24)	**10** ZC Sign Posting for 3/4 / • ZC Legal Ad send to PB Post Noon (3/4) / • ZC Notices to CMS and web 11am (3/4) / • BCC Packet to Administration (2/25) / Final LDRAB Packet to CR Spvrs (2/24)	**11** • ZC Reports to Supervisor (3/4) / • ZC Resos to Supervisor (3/4) / • ZC Revised Resos to Cty Atty (2/4) / • ZC Result List to Web and Letters sent to Agents (2/4) / LDRAB Packet to Admin (2/24)	**12** AV Resubmittal(1) / • BCC Packet to Graphics Noon (2/25) / • DRO ePlans to the Web (2/5) / LDRAB Packet to graphics (2/24) / RT Exhibits from Agencies/Zoning Comments Due (3/24)	**13**
14 ZC Legal Ad in PB Post (3/4)	**15** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** / PH Submittal (1/4) Comments Due / Full DRO Submittal (1/4) Comments / Comments open agent/locked staff / **Holiday**	**16** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** / PH Storytime (2/1) / • ZC Reports/Resos to Z Tech (3/4)	**17** • BCC Packet to the Web 5pm (2/25) / • BCC Packet delivery (2/25) / LDRAB Packet delivery and post to Web (2/24) / Round Table Z Tech print packet (3/24)	**18** Concurrency Submittal / CLF Submittal 9am-11am / • BCC/EAC Notices and Legal ad to Supervisor (3/25) / • BCC Resos to Cty Atty Pre-Hearing (2/25) / • BCC Resos to Web and GIS for Mapping (1/28) / • ZC Packet to Administration (3/4) / Round Table Zoning (3/24)	**19** **PH Resubmittal Review and Pre-Certification (2/8)**(1)(3) / **Full DRO Resubmittal Review and Approval Deadline (2/8)**(1) Comments open agent/locked staff / • Full DRO Result List to Web/GIS & letters to Applicant (2/8) / Round Table Agencies (3/24)	**20**
21	**22** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** / PH **Insufficiency** Review Due (2/1) / Full DRO Sufficiency Review Due (2/1) / **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent / Full DRO PAC Submittal(4)(1) / **AV Submittal**(1) / • ZC Packet send to Graphics Noon (3/4) / LDRAB Add/Delete to Z Tech (Noon) (2/24)	**23** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** / AV Certification (3/25) / AV Comments Due (1/25) / • BCC Add/Delete to Z Tech Noon (2/25) / LDRAB Add/Delete to Web/Board (Noon) (2/24)	**24** 2:00 PM-LDRAB/LDRC Cancelled / PIA-INTAKE (2/3) Sufficiency Due (4/28) / PH Final Certification (2/8)(1)(3) Comments open agent/locked staff / • BCC Add/Delete to Web/BCC Aides Noon (2/25) / • ZC Packet to the Web 5pm (3/4) / • ZC Packet Delivery (3/4)	**25** 9:30 AM BCC Hearing / 9:00 AM AV Meeting / • BCC Resos Mapped from GIS (1/28) / • ZC Resos to Cty Atty Pre Hearing (3/4) / • ZC Notices and Legal to Supervisor (4/1) / • ZC Resos to Web and GIS for Mapping (2/4) / LDRC & ULDC BCC Legal Ad to CR Spvrs (3/24 & 3/25) / Send RT Exhibit to SP CR Spvrs (4/28)	**26** • EAC Report Agency Conditions/Comments Due (3/25) / • DRO ePlans to the Web (2/19)	**27**

PBC Annual Zoning Staff Calendar
March 2021 (1)(6)

Revised: 1/4/21; 3/23/21

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
28	**1** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Submittal (Intake) Noon**(2)(4) **Full DRO Submittal (Intake) Noon**(2)(4) PH Recommendation mtg. 2 pm	**2** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** Concurrency Submittal CLF Submittal 9am-11am • Final BCC/EAC Legal Ad to Z Tech (3/25) • ZC Add/Delete to Z Tech Noon (3/4) Final LDRC Legal Ad to Z Tech (3/24) Final ULDC BCC Legal Ad to Z Tech (3/25)	**3** PIA-INTAKE (5/26) Request for DRO Workshop Items(5) 3/9 Noon PH **Sufficiency** Review Due (2/1) PH Municipal Letters Due (2/1) • Final BCC/EAC Notices to SP Tech (3/25) • BCC/EAC Legal Ad send to PB Post Noon (3/25) • ZC Add/Delete to Web and ZC Noon (3/4) ☐ ZC Report Agency Comments/Conditions Due (4/1) LDRC Legal Ad send to PB Post (3/24) ULDC BCC Legal Ad send to PB Post (3/25) RT Exhibit CR Spvrs Due (4/28)	**4** 9:00 AM ZC Hearing BCC (EAC) Sign Posting for 3/25 BCC AV Sign Posting for 3/25 Meeting • BCC/EAC Notices to CMS and Web 11am (3/25) • PH Sign Posting (EAC) for 3/25 BCC Noon • BCC Revised Resos to Cty Atty (2/25) • BCC Result List to Web and letters to Agents (2/25) • ZC Resos mapped from GIS (2/4) Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (3/24)	**5** **Full DRO Resubmittal Review and Approval Deadline (2/22)**(1) Comments open agent/locked staff • BCC/EAC Reports to Supervisor (3/25) • BCC Resos to Supervisors (3/25) • Full DRO Result list to Web/GIS & letters to Applicant (2/22)	**6**
7 • BCC/EAC Legal Ad in PB Post (3/25) • LDRC Legal Ad in PB Post (3/24) • ULDC Legal Ad in PB Post (3/25)	**8** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Resubmittal Noon**(2) Comments open staff/locked agent **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent • Z Tech send DRO Agenda to Staff 9am AV Sufficiency Review Due (2/22) ULDC BCC Exhibits to CR Z Tech (3/25) Send RT Exhibits SP/Email Agencies/Zoning (4/28)	**9** 9:00 AM DRO Meeting (DRO Items: 3/1 Sufficiency Review(7) and 2/1 Submittal Review) ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final ZC Legal Ad to Z Tech (4/1) • BCC Reports/ Resos to Z Tech (3/25)	**10** • ZC Legal Ad send to PB Post Noon (4/1) • Final ZC Notices to SP Tech (4/1) Final LDRAB exhibits to Z Tech (3/24)	**11** ZC Sign Posting for 4/1 • ZC Notices to CMS and Web 11am (4/1) • ZC Revised Resos to Cty Atty (3/4) • ZC Result List to Web and Letters sent to Agents (3/4) • ZC Reports to Supervisor (4/1) • ZC Reports/Resos to Z Tech (4/1) • BCC Packet to Administration (3/25) Final LDRAB Packet to CR Spvrs (3/24)	**12** **AV Resubmittal**(1) • DRO ePlans to the Web (3/5) LDRAB Packet to Admin (3/24) RT Exhibits from Agencies/Zoning Comments Due (4/28)	**13**
14 • ZC Legal Ad in PB Post (4/1)	**15** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH Submittal (2/1) Comments Due Full DRO Submittal (2/1) Comments Comments open agent/locked staff PH Storytime (3/1) • BCC Packet to Graphics Noon (3/25) LDRAB Packet to graphics (3/24)	**16** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon**	**17** • BCC Packet to the Web 5pm (3/25) • BCC Packet delivery (3/25) LDRAB Packet delivery and post to Web (3/24) Round Table Z Tech print packet (4/28)	**18** Concurrency Submittal CLF Submittal 9am-11am • BCC/EAC Notices and Legal ad to Supervisor (4/22) • BCC Resos to Cty Atty Pre-Hearing (3/25) • BCC Resos to Web and GIS for Mapping (2/25) • ZC Packet to Administration (4/1) Round Table Zoning (4/28)	**19** PH **Resubmittal Review and Pre-Certification (3/8)**(1)(3) **Full DRO Resubmittal Review and Approval Deadline (3/8)**(1) Comments open agent/locked staff • Full DRO Result list to Web/GIS & letters to Applicant (3/8) Round Table Agencies (4/28)	**20**
21	**22** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review Due (3/1) Full DRO Sufficiency Review Due (3/1) **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent Full DRO PAC Submittal(4/7/20)(1)(4) • ZC Packet send to Graphics Noon (4/1) AV Comments Due (2/22) LDRAB Add/Delete to Z Tech (Noon) (3/24)	**23** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • BCC Add/Delete to Z Tech Noon (3/25) LDRAB Add/Delete to Web/Board (Noon) (3/24)	**24** 2:00 PM LDRAB/LDRC PIA-INTAKE (3/3) Sufficiency Due (5/26) PH **Final Certification (3/8)**(1)(3) Comments open agent/locked staff • BCC Add/Delete to Web/BCC Aides Noon (3/25) • ZC Packet to the Web 5pm (4/1) • ZC Packet Delivery (4/1)	**25** 9:30 AM BCC Hearing 9:00 AM AV Meeting Cancelled • BCC Resos Mapped from GIS (2/25) • ZC Resos to Cty Atty Pre Hearing (4/1) • ZC Resos to Web and GIS for Mapping (3/4) ULDC BCC Legal Ad to CR Spvrs (4/22) Send RT Exhibit to SP CR Spvrs (5/26)	**26** • EAC Report Agency Conditions/Comments Due (4/22) • DRO ePlans to the Web (3/19)	**27**
28	**29** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** Full DRO PAC Submittal(4)(1) **AV Submittal**(1) PH Recommendation mtg. 2 pm	**30** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** AV Certification (4/22) • Final BCC/EAC Legal Ad to Z Tech (4/22) • ZC Add/Delete to Z Tech Noon (4/1) Final ULDC BCC Legal Ad to Z Tech (4/22)	**31** PH **Sufficiency** Review Due (3/1) PH Municipal Letters Due (3/1) • Final BCC/EAC Notices SP Tech (4/22) • BCC/EAC Legal Ad send to PB Post Noon (4/22) • ZC Add/Delete to Web and ZC Noon (4/1) ULDC BCC Legal Ad send to PB Post (4/22) RT Exhibit CR Spvrs Due (5/26)	**1** 9:00 AM ZC Hearing BCC (EAC) Sign Posting for 4/22 BCC AV Sign Posting for 4/22 Meeting • BCC/EAC Notices to CMS and Web 11am (4/22) • BCC Revised Resos to Cty Atty (3/25) • BCC Result List to Web and letters to Agents (3/25) • PH Sign Posting (EAC) for 4/22 BCC Noon • ZC Resos mapped from GIS (3/4) • ZC Notices and Legal to Supervisor (5/6) LDRC Legal Ad to CR Spvrs (4/28)	**2** **Full DRO Resubmittal Review and Approval Deadline (3/22)**(1) Comments open agent/locked staff • Full DRO Result list to Web/GIS & letters to Applicant (3/22)	**3**

PBC Annual Zoning Staff Calendar
April 2021(1)(6)

Revised: 1/4/21; 3/30/21

ZAR – Zoning Agency Review   EAC – Expedited Application Consideration
AV - Type 1 Administrative Variance   PAC – Pre-application Conference
PH - Public Hearing (Community Development)
CLF - Congregate Living Facility

BCC - Board of County Commissioners   ZC – Zoning Commission
DRO – Development Review Officer
LDRAB - Land Development Regulation Advisory Board
LDRC – Land Development Regulations Commission

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
28	29 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; Full DRO PAC Submittal(4)(1); **AV Submittal(1)**; PH Recommendation mtg. 2 pm	30 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; AV Certification (4/22); • Final BCC/EAC Legal Ad to Z Tech (4/22); • ZC Add/Delete to Z Tech Noon (4/1); Final ULDC BCC Legal Ad to Z Tech (4/22)	31 PH Sufficiency Review Due (3/1); PH Municipal Letters Due (3/1); • Final BCC/EAC Notices to SP Tech (4/22); • BCC/EAC Legal Ad send to PB Post Noon (4/22); • ZC Add/Delete to Web and ZC Noon (4/1); ULDC BCC Legal Ad send to PB Post (4/22); RT Exhibit CR Spvrs Due (5/26)	1 **9:00 AM ZC Hearing**; BCC (EAC) Sign Posting for 4/22 BCC; AV Sign Posting for 4/22 Meeting; • BCC/EAC Notices to CMS and Web 11am (4/22); • BCC Revised Resos to Cty Atty (3/25); • BCC Result List to Web and letters to Agents (3/25); • PH Sign Posting (EAC) for 4/22 BCC Noon; • ZC Resos mapped from GIS (3/4); • ZC Notices and Legal to Supervisor (5/6); LDRC Legal Ad to CR Spvrs (4/28)	2 **Full DRO Resubmittal Review and Approval Deadline (3/22)(1)** Comments open agent/locked staff; • Full DRO Result list to Web/GIS & letters to Applicant (3/22); • BCC/EAC Reports to Supervisor (4/22); • BCC Resos to Supervisors (4/22)	3
4 • BCC/EAC Legal Ad in PB Post (4/22); • ULDC Legal Ad in PB Post (4/22)	5 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; **PH Submittal (Intake) Noon(2)(4)**; **Full DRO Submittal (Intake) Noon(2)(4)**; ULDC BCC Exhibits to CR Z Tech (4/22); Send RT Exhibits SP/Email Agencies/Zoning (5/26)	6 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; Concurrency Submittal; CLF Submittal 9am-11am; Final LDRC Legal Ad to Z Tech (4/28)	7 **PIA-INTAKE (6/23)**; Request for DRO Workshop Items(5) 4/13 Noon; • BCC Reports/Resos to Z Tech (4/22); • ZC Report Agency Comments/Conditions Due (5/6); LDRC Legal Ad send to PB Post (4/28)	8 • ZC Revised Resos to Cty Atty (4/1); • ZC Result List to Web and Letters sent to Agents (4/1); • BCC Packet to Administration (4/22); Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (4/28)	9 • DRO ePlans to the Web (4/2); RT Exhibits from Agencies/Zoning Comments Due (5/26)	10
11 • LDRC Legal Ad in PB Post (4/28)	12 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; PH Submittal (3/1) Comments Due; Full DRO Submittal (3/1) Comments Comments open agent/locked staff; **PH Resubmittal Noon(2)** Comments open staff/locked agent; **Full DRO Resubmittal Noon(2)** Comments open staff/locked agent; • BCC Packet to Graphics Noon (4/22); • Z Tech send DRO Agenda to Staff 9am; AV Sufficiency Review Due (3/29)	13 **9:00 AM DRO Meeting**; (DRO Items: 4/5 Sufficiency Review(7) and 3/1 Submittal Review); • Final ZC Legal Ad to Z Tech (5/6); ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon	14 • BCC Packet to the Web 5pm (4/22); • BCC Packet delivery (4/22); • ZC Legal Ad send to PB Post Noon (5/6); • Final ZC Notices to SP Tech (5/6); Final LDRAB exhibits to Z Tech (4/28); Round Table Z Tech print packet (5/26)	15 ZC Sign Posting for 5/6; Concurrency Submittal; CLF Submittal 9am-11am; • BCC Resos to Cty Atty Pre-Hearing (4/22); • BCC Resos to Web and GIS for Mapping (3/25); • ZC Notices to CMS and Web 11am (5/6); • ZC Reports to Supervisor (5/6); Final LDRAB Packet to CR Spvrs (4/28); Round Table Zoning (5/26)	16 **AV Resubmittal(1)**; LDRAB Packet to Admin (4/28); Round Table Agencies (5/26)	17
18 • ZC Legal Ad in PB Post (5/6)	19 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; PH Storytime (4/1); LDRAB Packet to graphics (4/28)	20 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; • BCC Add/Delete to Z Tech Noon (4/22); • ZC Resos to Supervisor (5/6); • ZC Reports/Resos to Z Tech (5/6)	21 • BCC Add/Delete to Web/BCC Aides Noon (4/22); LDRAB Packet delivery and post to Web (4/28)	22 **9:30 AM BCC Hearing**; **9:00 AM AV Meeting Cancelled**; • BCC/EAC Notices and Legal ad to Supervisor (5/27); • BCC Resos Mapped from GIS (3/25); • ZC Resos to Web and GIS for Mapping (4/1); • ZC Packet to Administration (5/6)	23 **PIA-INTAKE (4/7) Sufficiency Due (6/23)**; **PH Resubmittal Review and Pre-Certification (4/12)(1)(3)**; **Full DRO Resubmittal Review and Approval Deadline (4/12)(1)** Comments open agent/locked staff; • Full DRO Result llst to Web/GIS & letters to Applicant (4/12)	24
25	26 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm; PH **Insufficiency** Review Due (4/5); Full DRO Sufficiency Review Due (4/5); **Full DRO Resubmittal Noon(2)** Comments open staff/locked agent; Full DRO PAC Submittal(4)(1); **AV Submittal(1)**; AV Comments Due (3/29); • ZC Packet send to Graphics Noon (5/6); LDRAB Add/Delete to Z Tech (Noon) (4/28)	27 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon; AV Certification (5/27); LDRAB Add/Delete to Web/Board (Noon) (4/28)	28 **2:00 PM LDRAB/LDRC**; **PH Final Certification (4/12)(1)(3)** Comments open agent/locked staff; • ZC packet to the Web 5pm (5/6); • ZC Packet Delivery (5/6)	29 • BCC Revised Resos to Cty Atty (4/22); • BCC Result List to Web and letters to Agents (4/22); • ZC Resos to Cty Atty Pre Hearing (5/6); • ZC Notices and Legal to Supervisor (6/3); • ZC Resos mapped from GIS (4/1); LDRC & ULDC BCC Legal Ad to CR Spvrs (5/26 & 5/27); Send RT Exhibit to SP CR Spvrs (6/23)	30 • EAC Report Agency Conditions/Comments Due (5/27); • DRO ePlans to the Web (4/23)	1

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for June 2021 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment. **(7)** No decision until sufficiency review Due date. **(8)** ZAR dates exclude Concurrency and Type 1 CLF applications. **(9)** ZAR Sufficiency/Insufficiency date is determined at time of application acceptance. 1/4/21: LDRC & ULDC Legal Ad in PB Post added (sg); 3/30/21: AV Meeting cancelled (sg)

PBC Annual Zoning Staff Calendar
May 2021(1)(6)

Revised: 1/4/21; 4/28/21; 5/13/21

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
2	**3** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon**(2)(4) **Full DRO Submittal (Intake) Noon**(2)(4) Full DRO PAC Submittal(4)(1) PH Recommendation mtg. 2 pm	**4** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** Concurrency Submittal CLF Submittal 9am-11am • Final BCC/EAC Legal Ad to Z Tech (5/27) • ZC Add/Delete to Z Tech Noon (5/6) Final LDRC Legal Ad to Z Tech (5/26) Final ULDC BCC Legal Ad to Z Tech (5/27)	**5** **PIA-INTAKE (7/28)** Request for DRO Workshop Items(5) 5/11 Noon PH **Sufficiency** Review Due (4/5) PH Municipal Letters Due (4/5) • Final BCC/EAC Notices to SP Tech (5/27) • BCC/EAC Legal Ad send to PB Post Noon (5/27) • ZC Add/Delete to Web and ZC Noon (5/6) • ZC Report Agency Comments/Conditions Due (6/3) LDRC Legal Ad send to PB Post (5/26) ULDC BCC Legal Ad send to PB Post (5/27) RT Exhibit CR Spvrs Due (6/23)	**6** **9:00 AM ZC Hearing** BCC (EAC) Sign Posting for 5/27 BCC AV Sign Posting for 5/27 Meeting • BCC/EAC Notices to CMS and Web 11am (5/27) • PH Sign Posting (EAC) for 5/27 BCC Noon Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (5/26)	**7** **Full DRO Resubmittal Review and Approval Deadline (4/26)**(1) Comments open agent/locked staff • Full DRO Result list to Web/GIS & letters to Applicant (4/26) • BCC/EAC Reports tp Supervisor (5/27) • BCC Resos to Supervisors (5/27)	**8**
9 • BCC/EAC Legal Ad in PB Post (5/27) • LDRC Legal Ad in PB Post (5/26) • ULDC Legal Ad in PB Post (5/27)	**10** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Resubmittal Noon**(2) Comments open staff/locked agent **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent • Z Tech send DRO Agenda to Staff 9am AV Sufficiency Review Due (4/26) ULDC BCC Exhibits to CR Z Tech (5/27) Send RT Exhibits SP/Email Agencies/Zoning (6/23)	**11** **9:00 AM DRO Meeting** (DRO Items: 5/3 Sufficiency Review(7) and 4/5 Submittal Review) ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final ZC Notices and Legal ad to SP Tech and Z Tech (6/3) • BCC Reports/Resos to Z Tech (6/3)	**12** ZC Sign Posting for 6/3 • ZC Legal Ad send to PB Post Noon (6/3) • ZC Notices to CMS and Web 11am (6/3) Final LDRAB exhibits to Z Tech (5/26)	**13** • BCC Resos to Web and GIS for Mapping (4/22) • ZC Reports to Supervisor (6/3) • ZC Resos to Supervisor (6/3) • ZC Revised Resos to Cty Atty (5/6) • ZC Result List to Web and Letters sent to Agents (5/6) • BCC Packet to Administration (5/27) Final LDRAB packet to CR Spvrs (5/26)	**14** **AV Resubmittal**(1) • DRO ePlans to the Web (5/7) LDRAB Packet to Admin (5/26) RT Exhibits from Agencies/Zoning Comments Due (6/23)	**15**
16 • ZC Legal Ad in PB Post (6/3)	**17** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH Submittal (4/5) Comments Due Full DRO Submittal (4/5) Comments Comments open agent/locked staff PH Storytime (5/3) • BCC Packet to Graphics Noon (5/27) • ZC Reports/Resos to Z Tech (6/3) LDRAB packet to graphics (5/26)	**18** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon**	**19** • BCC Packet to the Web 5pm (5/27) • BCC Packet delivery (5/27) • ZC Packet to Administration (6/3) LDRAB Packet delivery and post to Web (5/26) Round Table Z Tech print packet (6/23)	**20** Concurrency Submittal CLF Submittal 9am-11am • BCC/EAC Notices and Legal ad to Supervisor (6/24) • BCC Resos to Cty Atty Pre-Hearing (5/27) • BCC Resos Mapped from GIS (4/22) ~~Round Table Zoning (6/23)~~ Cancelled	**21** **PH Resubmittal Review and Pre-Certification (5/10)**(1)(3) **Full DRO Resubmittal Review and Approval Deadline (5/10)**(1) Comments open agent/locked staff • Full DRO Result IIst to Web/GIS & letters to Applicant (5/10) • ZC Packet send to Graphics Noon (6/3) ~~Round Table Agencies (6/23)~~ Cancelled	**22**
23	**24** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review Due (5/3) Full DRO Sufficiency Review Due (5/3) Full DRO PAC Submittal(4)(1) **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent **AV Submittal**(1) AV Comments Due (4/26) LDRAB Add/Delete to Tech (Noon) (5/26)	**25** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** AV Certification (6/24) • BCC Add/Delete to Z Tech Noon (5/27) • ZC Packet to the Web 5pm (6/3) • ZC Packet Delivery (6/3) LDRAB Add/Delete to Web/Board (Noon) (5/26)	**26** **2:00 PM LDRAB/LDRC** **PIA-INTAKE (5/5) Sufficiency Due (7/28)** **PH Final Certification (5/10)**(1)(3) Comments open staff/locked staff • BCC Add/Delete to Web/BCC Aides Noon (5/27) LDRC & ULDC BCC Legal Ad to CR Spvs (6/23 & 6/24)	**27** **9:30 AM BCC Hearing** **9:00 AM AV Meeting** • EAC Report Agency Conditions/Comments Due (6/24) • ZC Resos to Cty Atty Pre Hearing (6/3) • ZC Resos to Web and GIS for Mapping (5/6) Send RT Exhibit CR Spvrs Due (7/28)	**28** • DRO ePlans to the Web (5/21)	**29**
30	**31** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **Holiday**	**1** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** Concurrency Submittal CLF Submittal 9am-11am • Final BCC/EAC Legal Ad to Z Tech (6/24) • ZC Add/Delete to Z Tech Noon (6/3) Final LDRC Legal Ad to Z Tech (6/23) Final ULDC BCC Legal Ad to Z Tech (6/24)	**2** **PIA-INTAKE (8/25)** Request for DRO Workshop Items(5) 6/8 Noon PH **Sufficiency** Review Due (5/3) PH Municipal Letters Due (5/3) • BCC/EAC Notices to SP Tech (6/24) • BCC/EAC Legal Ad send to PB Post Noon (6/24) • ZC Add/Delete to Web and ZC Noon (6/3) LDRC Legal Ad send to PB Post (6/23) ULDC BCC Legal Ad send to PB Post (6/24) RT Exhibit CR Spvrs Due (7/28)	**3** **9:00 AM ZC Hearing** BCC (EAC) Sign Posting for 6/24 BCC AV Sign Posting for 6/24 Meeting • BCC/EAC Notices to CMS and Web 11am (6/24) • BCC Revised Resos to Cty Atty (5/27) • BCC Result List to Web and letters to Agents (5/27) • PH Sign Posting (EAC) for 6/24 BCC Noon • ZC Notices and Legal to Supervisor (7/1) • ZC Resos mapped from GIS (5/6) Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (6/23)	**4** **Full DRO Resubmittal Review and Approval Deadline (5/24)**(1) Comments open agent/locked staff • Full DRO Result IIst to Web/GIS & letters to Applicant (5/24) • BCC/EAC Reports to Supervisor (6/24) • BCC Resos to Supervisors (6/24)	**5**

PBC Annual Zoning Staff Calendar

June 2021(1)(6)

Revised: 12/28/20; 1/4/21; 6/1/21

ZAR – Zoning Agency Review
AV - Type 1 Administrative Variance
PH - Public Hearing (Community Development)
CLF - Congregate Living Facility

EAC – Expedited Application Consideration
PAC – Pre-application Conference

BCC - Board of County Commissioners
  RO – Development Review Officer
DRAB - Land Development Regulation Advisory Board
DRC – Land Development Regulations Commission

ZC – Zoning Commission

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
30	**31** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **Holiday**	**1** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** Concurrency Submittal CLF Submittal 9am-11am • Final BCC/EAC Legal Ad to Z Tech (6/24) • ZC Add/Delete to Z Tech Noon (6/3) Final LDRC Legal Ad to Z Tech (6/23) Final ULDC BCC Legal Ad to Z Tech (6/24) PH Recommendation mtg. 2 pm	**2** PIA-INTAKE (8/25) Request for DRO Workshop Items (5) 6/15 Noon PH **Sufficiency** Review Due (5/3) PH Municipal Letters Due (5/3) • Final BCC/EAC Notices to SP Tech (6/24) • BCC/EAC Legal Ad send to PB Post Noon (6/24) • ZC Add/Delete to Web and ZC Noon (6/3) • ZC Report Agency Comments/Conditions Due (7/1) LDRC Legal Ad send to PB Post (6/23) ULDC BCC Legal Ad send to PB Post (6/24) RT Exhibit CR Spvrs Due (7/22)	**3** 9:00 AM ZC Hearing BCC (EAC) Sign Posting for 6/24 BCC AV Sign Posting for 6/24 Meeting • BCC/EAC Notices to CMS and Web 11am (6/24) • BCC Revised Resos to Cty Atty (5/27) • BCC Result List to Web and letters to Agents (5/27) • PH Sign Posting (EAC) for 6/24 BCC Noon • ZC Notices and Legal to Supervisor (7/1) • ZC Resos mapped from GIS (5/6) Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (6/23)	**4** **Full DRO Resubmittal Review and Approval Deadline (5/24)(1)** Comments open agent/locked staff • Full DRO Result list to Web/GIS & letters to Applicant (5/24) • BCC/EAC Reports to Supervisor (6/24) • BCC Resos to Supervisors (6/24)	**5**
6 •BCC/EAC Legal Ad in PB Post (6/24) •LDRC Legal Ad in PB Post (6/23) •ULDC Legal Ad in PB Post (6/24)	**7** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon(2)(4)** **Full DRO Submittal (Intake) Noon(2)(4)** ULDC BCC Exhibits to CR Z Tech (6/24) Send RT Exhibits SP/Email Agencies/Zoning (7/28)	**8** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** AV Sufficiency Review Due (5/24) • Final ZC Legal Ad to Z Tech (7/1) • BCC Reports/Resos to Z Tech (6/24)	**9** • ZC Legal Ad send to PB Post Noon (7/1) • Final ZC Notices to SP Tech (7/1) Final LDRAB exhibits to Z Tech (6/23)	**10** ZC Sign Posting for 7/1 • ZC Notices to CMS and Web 11am (7/1) • ZC Revised Resos to Cty Atty (6/3) • ZC Result List to Web and Letters sent to Agents (6/3) • ZC Reports to Supervisor (7/1) • ZC Resos to Supervisor (7/1) • BCC Packet to Administration (6/24) Final LDRAB Packet to CR Spvrs (6/23)	**11** **AV Resubmittal(1)** • DRO ePlans to the Web (6/4) LDRAB Packet to Admin (6/23) RT Exhibits from Agencies/Zoning Comments Due (7/28)	**12**
13 • ZC Legal Ad in PB Post (7/1)	**14** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH Submittal (5/3) Comments Due **PH Resubmittal Noon(2)** Comments open staff/locked agent Full DRO Submittal (5/3) Comments Comments open agent/locked staff **Full DRO Resubmittal Noon(2)** Comments open staff/locked agent • BCC Packet to Graphics Noon (6/24) • Z Tech send DRO Agenda to Staff 9am LDRAB packet to graphics (6/23)	**15** 9:00 AM DRO Meeting (DRO Items: 6/7 Sufficiency Review(7) and 5/3 Submittal Review) ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • ZC Reports/Resos to Z Tech (7/1)	**16** • BCC Packet to the Web 5pm (6/24) • BCC Packet delivery (6/24) LDRAB Packet delivery and post to Web (6/23) Round Table Z Tech print packet (7/28)	**17** Concurrency Submittal CLF Submittal 9am-11am • BCC Resos to Cty Atty Pre-Hearing (6/24) • BCC Resos to Web and GIS for Mapping (5/27) • ZC Packet to Administration (7/1) Round Table Zoning (7/28)	**18** Round Table Agencies (7/28)	**19**
20	**21** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH Storytime (6/14) • ZC Packet to Graphics (7/1) LDRAB Add/Delete to Z Tech (Noon) (6/23)	**22** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** AV Certification (7/22) AV Comments Due (5/24) • BCC Add/Delete to Z Tech Noon (6/24) LDRAB Add/Delete to Web/Board (Noon) (6/23)	**23** 2:00 PM LDRAB/LDRC Cancelled PIA-INTAKE (6/2) Sufficiency Due (8/25) • BCC Add/Delete to Web/BCC Aides Noon (6/24) • ZC Packet to the Web 5pm (7/1) • ZC Packet Delivery (7/1) Send RT Exhibit to SP CR Spvrs (8/25)	**24** 9:30 AM BCC Hearing 9:00 AM AV Meeting • BCC Resos Mapped from GIS (5/27) • ZC Resos to Cty Atty Pre Hearing (7/1) • ZC Resos to Web and GIS for Mapping (6/3) ULDC BCC Legal Ad to CR Spvrs (7/22)	**25** **PH Resubmittal Review and Pre-Certification (6/14)(1)(3)** **Full DRO Resubmittal Review and Approval Deadline (6/14)(1)** Comments open agent/locked staff • Full DRO Result list to Web/GIS & letters to Applicant (6/14)	**26**
27	**28** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review Due (6/7) Full DRO Sufficiency Review Due (6/7) **Full DRO Resubmittal Noon(2)** Comments open staff/locked agent Full DRO PAC Submittal(4)(1) **AV Submittal(1)**	**29** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final BCC/EAC Legal Ad to Z Tech (7/22) • ZC Add/Delete to Z Tech Noon (7/1) Final ULDC BCC Legal Ad to Z Tech (7/22) RT Exhibit CR Spvrs Due (8/25)	**30** PH Final Certification (6/14)(1)(3) Comments open agent/locked staff BCC (EAC) Sign Posting for 7/22 BCC • Final BCC/EAC Notices to SP Tech (7/22) • BCC/EAC Legal Ad send to PB Post Noon (7/22) • ZC Add/Delete to Web and ZC Noon (7/1) ULDC BCC Legal Ad send to PB Post (7/22) LDRC Legal Ad to CR Spvrs (7/28)	**1** 9:00 AM ZC Hearing • BCC/EAC Notices to CMS and Web 11am (7/22) • BCC Revised Resos to Cty Atty (6/24) • BCC Result List to Web and letters to Agents (6/24) • ZC Resos mapped from GIS (6/3) • ZC Notices and Legal to Supervisor (8/5) AV Sign Posting for 7/22 Meeting	**2** • BCC/EAC Reports to Supervisor (7/22) • BCC Resos to Supervisors (7/22) • DRO ePlans to the Web (6/25) ULDC BCC Exhibits to CR Z Tech (7/22) Send RT Exhibits SP/Email Agencies/Zoning (8/25)	**3**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for August 2021 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment **(7)** No decision until sufficiency review Due date. **(8)** ZAR dates exclude Concurrency and Type 1 CLF applications. **(9)** ZAR Sufficiency/Insufficiency date is determined at time of application acceptance. 1/4/21: LDRC & ULDC Legal Ad in PB Post added (sg); 6/1/21: LDRAB cancelled (sg)

PBC Annual Zoning Staff Calendar
July 2021 (1)(6)

Revised: 7/6/21

ZAR – Zoning Agency Review
AV - Type 1 Administrative Variance
PH - Public Hearing (Community Development)
CLF - Congregate Living Facility

EAC – Expedited Application Consideration
PAC – Pre-application Conference

BCC - Board of County Commissioners
DRO – Development Review Officer
LDRAB - Land Development Regulation Advisory Board
LDRC – Land Development Regulations Commission

ZC – Zoning Commission

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
27	28 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm / PH **Insufficiency** Review Due (6/7) / Full DRO Sufficiency Review Due (6/7) / **Full DRO Resubmittal Noon**(2) Comments open staff/locked agent / Full DRO PAC Submittal(4)(1) / **AV Submittal**(1)	29 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon / • Final BCC/EAC Legal Ad to Z Tech (7/22) / • ZC Add/Delete to Z Tech Noon (7/1) / Final ULDC BCC Legal Ad to Z Tech (7/22) / RT Exhibit CR Spvrs due (8/25)	30 **PH Final Certification (6/14)**(1)(3) Comments open agent/locked staff / BCC (EAC) Sign Posting for 7/22 BCC / • BCC/EAC Legal Ad send to PB Post Noon (7/22) / • Final BCC/EAC Notices to SP Tech (7/22) / • ZC Add/Delete to Web and ZC Noon (7/1) / ULDC BCC Legal Ad send to PB Post (7/22) / LDRC Legal Ad to CR Spvrs (7/28)	1 **9:00 AM ZC Hearing** / • BCC/EAC Notices to CMS and Web 11am (7/22) / • BCC Revised Resos to Cty Atty (6/24) / • BCC Result List to Web and Letters to Agents (6/24) / • ZC Resos mapped from GIS (6/3) / • ZC Notices and Legal to Supervisor (8/5) / AV Sign Posting for 7/22 Meeting	2 • BCC/EAC Reports to Supervisor (7/22) / • BCC Resos to Supervisors (7/22) / • DRO ePlans to the Web (6/25) / ULDC BCC Exhibits to CR Z Tech (7/22) / Send RT Exhibits SP/Email Agencies/Zoning (8/25)	3
4 • BCC/EAC Legal Ad in PB Post (7/22) / • ULDC Legal Ad in PB Post (7/22)	5 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm / **Holiday**	6 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon / **PH Submittal (Intake) Noon**(2)(4) / **Full DRO Submittal (Intake) Noon**(2)(4) / • BCC Reports/Resos to Z Tech (7/22) / Concurrency Submittal(1) / CLF Submittal 9am-11am / Final LDRC Legal Ad to Z Tech (7/28)	7 **PIA-INTAKE (9/22)** / Request for DRO Workshop Items(5) 7/13 Noon / PH **Sufficiency** Review Due (6/7) / PH Municipal Letters Due (6/7) / • ZC Report Agency Comments/Conditions Due (8/5) / LDRC Legal Ad send to PB Post (7/28)	8 • BCC Packet to Administration (7/22) / • ZC Result List to Web and Letters sent to Agents (7/1) / • ZC Revised Resos to Cty Atty (7/1) / Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (7/28)	9 **Full DRO Resubmittal Review and Approval Deadline (6/28)**(1) Comments open agent/locked staff / • Full DRO Result List to Web/GIS & letters to Applicant (6/28) / RT Exhibits from Agencies/Zoning Comments due (8/25)	10
11 • LDRC Legal Ad in PB Post (7/28)	12 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm / **PH Resubmittal Noon**(2) Comments Open staff/locked agent / **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent / • BCC Packet to Graphics Noon (7/22) / • Z Tech send DRO Agenda to Staff 9am	13 **9:00 AM DRO Meeting** (DRO Items: 7/6 Sufficiency Review(7) and 6/7 Submittal Review) / ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon / • Final ZC Legal Ad to Z Tech (8/5) / AV Sufficiency Review Due (6/28)(1)	14 • BCC Packet to the Web 5pm (7/22) / • BCC Packet delivery (7/22) / • ZC Legal Ad Send to PB Post Noon (8/5) / • Final ZC Notices to SP Tech (8/5) / Final LDRAB exhibits to Z Tech (7/28) / Round Table Z Tech print packet (8/25)	15 ZC Sign Posting for 8/5 / • BCC Resos to Cty Atty Pre-Hearing (7/22) / • BCC Resos to Web and GIS for Mapping (6/24) / • ZC Notices to CMS and Web 11 am (8/5) / Concurrency Submittal(1) / CLF Submittal 9am-11am / Final LDRAB packet to CR Spvrs (7/28) / Round Table Zoning (8/25)	16 • DRO ePlans to the Web (7/9) / • ZC Reports to Supervisor (8/5) / **AV Resubmittal**(1) / LDRAB packet to Admin (7/28) / Round Table Agencies (8/25)	17
18 • ZC Legal Ad in PB Post (8/5)	19 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm / PH Submittal (6/7) Comments Due / Full DRO Submittal (6/7) Comments Comments open agent/locked staff / LDRAB packet to graphics (7/28)	20 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon / • BCC Add/Delete to Z Tech Noon (7/22) / • ZC Resos to Supervisor (8/5)	21 • BCC Add/Delete to Web/BCC Aides Noon (7/22) / • ZC Reports/Resos to Z Tech (8/5) / LDRAB packet delivery and post to Web (7/28)	22 **9:30 AM BCC Hearing** / **9:00 AM AV Meeting** / • BCC/EAC Notices and Legal ad to Supervisor (8/26) / • BCC Resos Mapped from GIS (6/24) / • ZC Packet to Administration (8/5) / • ZC Resos to Web and GIS for mapping (7/1)	23 **PH Resubmittal Review and Pre-Certification (7/12)**(1)(3) / **Full DRO Resubmittal Review and Approval Deadline (7/12)**(1) Comments open agent/locked staff / • Full DRO Result List to Web/GIS & letters to Applicant (7/12)	24
25	26 ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm / **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent / Full DRO PAC Submittal(4)(1) / • ZC Packet send to Graphics Noon (8/5) / **AV Submittal**(1) / LDRAB Add/Delete to Z Tech (Noon) (8/28)	27 ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon / PH **Insufficiency** Review Due (7/6) / Full DRO Sufficiency Review due (7/6) / AV Responses Due (6/28)(1) / AV Certification (8/26) / LDRAB Add/Delete to Web/Board (Noon) (8/28)	28 **2:00 PM LDRAB/LDRC Cancelled** / **PH Final Certification (7/12)**(1)(3) Comments open agent/locked staff / • ZC Packet to the Web 5 pm / • ZC Packet Delivery / **PIA-INTAKE (7/7)** Sufficiency due (9/22)	29 • BCC Revised Resos to Cty Atty (7/22) / • BCC Result List to Web and letters to Agents (7/22) / • ZC Resos to Cty Atty Pre Hearing (8/5) / • ZC Notices and Legal to Supervisor (9/2) / • ZC Resos mapped from GIS (7/1) / LDRC & ULDC BCC Legal Ad to CR Spvs (8/25 & 8/26) / Send RT Exhibit to SP CR Spvrs (9/22)	30 • EAC Report Agency Conditions/Comments Due (8/26) / • DRO ePlans to the Web (7/23)	31

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for September 2021 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment. **(7)** No decision until sufficiency review due date. **(8)** ZAR application excludes Concurrency and CLF's. **(9)** ZAR Sufficiency/Insufficiency is determined at time of application acceptance. 7/6/21: LDRAB cancelled (da)

PBC Annual Zoning Staff Calendar
August 2021 (1)(6)

Revised: 7/9/21

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
1	**2** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon**(2)(4) **Full DRO Submittal (Intake) Noon**(2)(4)	**3** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final BCC/EAC Legal Ad to Z Tech (8/26) • ZC Add/Delete to Z Tech Noon (8/5) Concurrency Submittal(1) CLF Submittal 9am-11am Final LDRC Legal Ad to Z Tech (8/25) Final ULDC BCC Legal Ad to Z Tech (8/26)	**4** PIA-INTAKE (10/27) Request for DRO Workshop Items(5) 8/10 Noon • Final BCC/EAC Notices to SP Tech (8/26) • BCC/EAC Legal Ad send to PB Post Noon (8/26) • ZC Add/Delete to Web and ZC Noon (8/5) • ZC Report Agency Comments/Conditions Due (9/2) LDRC Legal Ad send to PB Post (8/25) ULDC BCC Legal Ad send to PB Post (8/26) RT Exhibit CR Spvrs due (9/22)	**5** 9:00 AM ZC Hearing BCC (EAC) Sign Posting for 8/26 BCC PH **Sufficiency** Review Due 7/6 PH Municipal Letters Due (7/6) • BCC/EAC Notices to CMS and Web 11am (8/26) AV Sign Posting for 8/26 Meeting Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (8/25)	**6** **Full DRO Resubmittal Review and Approval Deadline (7/26)**(1) Comments open agent/locked staff • BCC/EAC Reports to Supervisor (8/26) • BCC Resos to Supervisors (8/26) • Full DRO Result List to Web/GIS & letters to Applicant (7/26)	**7**
8 • BCC/EAC Legal Ad in PB Post (8/26) • LDRC Legal Ad in PB Post (8/25) • ULDC Legal Ad in PB Post (8/26)	**9** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Resubmittal Noon**(2) Comments Open staff/locked agent **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent • Z Tech send DRO Agenda to Staff 9am AV Sufficiency Review Due (7/26)(1) ULDC BCC Exhibits to CR Z Tech (8/26) Send RT Exhibits SP/Email Agencies/Zoning (9/22)	**10** 9:00 AM DRO Meeting (DRO Items: 8/2 Sufficiency Review(7) and 7/6 Submittal Review) ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • BCC Reports/Resos to Z Tech (8/26) • Final ZC Legal Ad to Z Tech (9/2)	**11** • ZC Legal Ad Send to PB Post Noon (9/2) • Final ZC Notices to SP Tech (9/2) Final LDRAB exhibits to Z Tech (8/25)	**12** ZC Sign Posting for 9/2 • BCC Packet to Administration (8/26) • BCC Resos to Web and GIS for Mapping (7/22) • ZC Notices to CMS and Web 11 am (9/2) • ZC Result List to Web and Letters sent to Agents (8/5) • ZC Revised Resos to Cty Atty (8/5) Final LDRAB packet to CR Spvrs (8/25)	**13** • DRO ePlans to the Web (8/6) • ZC Reports to Supervisor (9/2) AV Resubmittal(1) LDRAB packet to Admin (8/25) RT Exhibits from Agencies/Zoning Comments due (9/22)	**14**
15 • ZC Legal Ad in PB Post (9/2)	**16** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** • BCC Packet to Graphics Noon (8/26) LDRAB packet to graphics (8/25)	**17** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** PH Submittal (7/6) Comments Due Full DRO Submittal (7/6) Comments open agent/locked staff • ZC Resos to Supervisor (9/2)	**18** • BCC Packet to the Web 5pm (8/26) • BCC Packet delivery (8/26) • ZC Reports/Resos to Z Tech (9/2) LDRAB packet delivery and post to Web (8/25) Round Table Z Tech print packet (9/22)	**19** • BCC/EAC Notices and Legal ad to Supervisor (9/23) • BCC Resos to Cty Atty Pre-Hearing (8/26) • ZC Packet to Administration (9/2) Concurrency Submittal(1) CLF Submittal 9am-11am Round Table Zoning (9/22)	**20** **PH Resubmittal Review and Pre-Certification (8/9)**(1)(3) **Full DRO Resubmittal Review and Approval Deadline (8/9)**(1) Comments open agent/locked staff • Full DRO Result List to Web/GIS & letters to Applicant (8/9) Round Table Agencies (9/22)	**21**
22	**23** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review Due (8/2) Full DRO Sufficiency Review due (8/2) **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent • ZC Packet send to Graphics Noon (9/2) AV Responses Due (7/26)(1) LDRAB Add/Delete to Z Tech (Noon) (8/25)	**24** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • BCC Add/Delete to Z Tech Noon (8/26) AV Certification (9/23) LDRAB Add/Delete to Web/Board (Noon) (8/25)	**25** 2:00 PM LDRAB/LDRC PIA-INTAKE (8/4) Sufficiency due (10/27) PH Final Certification (8/9)(1)(3) Comments open agent/locked staff • BCC Add/Delete to Web/BCC Aides Noon (8/26) • ZC Packet to the Web 5 pm • ZC Packet Delivery Send RT Exhibit to SP CR Spvrs due (10/27)	**26** 9:30 AM BCC Hearing 9:00 AM AV Meeting Cancelled • EAC Report Agency Conditions/Comments Due (9/23) • ZC Resos to Cty Atty Pre Hearing (9/2) • ZC Resos to Web and GIS for mapping (8/5) LDRC & ULDC BCC Legal Ad to CR Spvs (9/22 & 9/23)	**27** • DRO ePlans to the Web (8/20)	**28**
29	**30** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** Full DRO PAC Submittal(4)(1) AV Submittal(1)	**31** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final BCC/EAC Legal Ad to Z Tech (9/23) • ZC Add/Delete to Z Tech Noon (9/2) Final LDRC Legal Ad to Z Tech (9/22) Final ULDC Legal Ad to Z Tech (9/23) RT Exhibit CR Spvrs due (10/27)	**1** PIA-INTAKE (11/18) BCC (EAC) Sign Posting for 9/23 BCC PH **Sufficiency** Review due (8/2) PH Municipal Letters Due (8/2) • Final BCC/EAC Notices to SP Tech (9/23) • ZC Add/Delete to Web and ZC Noon (8/2) • BCC/EAC Legal Ad send to PB Post Noon (9/23) AV Sign Posting for 9/23 Meeting Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (9/22) LDRC Legal Ad send to PB Post (9/22) ULDC BCC Legal Ad send to PB Post (9/23)	**2** 9:00 AM ZC Hearing • BCC Revised Resos to Cty Atty (8/26) • BCC Result List to Web and letters to Agents (8/26) • BCC/EAC Notices to CMS and Web 11am (9/23) • ZC Notices and Legal to Supervisor (10/7) • ZC Resos mapped from GIS (8/6)	**3** **Full DRO Resubmittal Review and Approval Deadline (8/23)**(1) Comments open agent/locked staff • BCC/EAC Reports to Supervisor (9/23) • BCC Resos to Supervisors (9/23) • Full DRO Result List to Web/GIS & letters to Applicant (8/23) ULDC BCC Exhibits to CR Z Tech (9/23) Send RT Exhibits SP/Email Agencies/Zoning (10/27)	**4**

PBC Annual Zoning Staff Calendar
September 2021(1)(6)

Revised: 8/13/21; 9/23/21

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
29	**30** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm / Full DRO PAC Submittal(4)(1) / **AV Submittal(1)**	**31** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon • Final BCC/EAC Legal Ad to Z Tech (9/23) • ZC Add/Delete to Z Tech Noon (9/2) Final LDRC Legal Ad to Z Tech (9/22) Final ULDC BCC Legal Ad to Z Tech (9/23) RT Exhibit CR Spvrs due (10/27)	**1** **PIA-INTAKE (11/18)** BCC (EAC) Sign Posting for 9/23 29BCC PH **Sufficiency** Review due (8/2) PH Municipal Letters Due (8/2) • Final BCC/EAC Notices to SP Tech (9/2329) • BCC/EAC Legal Ad send to PB Post Noon (9/2329) • ZC Add/Delete to Web and ZC Noon (9/2) AV Sign Posting for 9/23 Meeting Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (9/22) LDRC Legal Ad send to PB Post (9/22) ULDC BCC Legal Ad send to PB Post (9/2329)	**2** **9:00 AM ZC Hearing** • BCC Revised Resos to Cty Atty (8/26) • BCC Result List to Web and letters to Agents (8/26) • BCC/EAC Notices to CMS and Web 11am (9/2329) • ZC Notices and Legal to Supervisor (10/7) • ZC Resos mapped from GIS (8/6)	**3** **Full DRO Resubmittal Review and Approval Deadline (8/23)(1)** Comments open agent/locked staff • BCC/EAC Reports to Supervisor (9/2329) • BCC Resos to Supervisors (9/2329) • Full DRO Result List to Web/GIS & letters to Applicant (8/23) ULDC BCC Exhibits to CR Z Tech (9/2329) Send RT Exhibits SP/Email Agencies/Zoning (10/27)	**4**
5 • BCC/EAC Legal Ad in PB Post (9/2329) • LDRC Legal Ad in PB Post (9/22) • ULDC Legal Ad in PB Post (9/2329)	**6** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm **Holiday**	**7** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon **PH Submittal (Intake) Noon(2)(4)** **Full DRO Submittal (Intake) Noon(2)(4)** • BCC Reports/Resos to Z Tech (9/2329) Concurrency Submittal(1) CLF Submittal 9am-11am	**8** Request for DRO Workshop Items(5) 9/14 Noon • ZC Report Agency Comments/Conditions Due (10/7) Final LDRAB exhibits to Z Tech (9/22)	**9** • BCC Packet to Administration (9/23) • ZC Result List to Web and Letters sent to Agents (9/2) • ZC Revised Resos to Cty Atty (9/2) Final LDRAB packet to CR Spvrs (9/22)	**10** • DRO ePlans to the Web (9/3) LDRAB packet to Admin (9/22) RT Exhibits from Agencies/Zoning Comments due (10/27)	**11**
12	**13** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm PH Submittal (8/2) Comments Full DRO Submittal (8/2) Comments Comments open agent/locked staff **PH Resubmittal Noon(2)** Comments Open staff/locked agent **Full DRO Resubmittal Noon(2)** Comments Open staff/locked agent • BCC Packet to Graphics Noon (9/2329) • Z Tech send DRO Agenda to Staff 9am LDRAB packet to graphics (9/22)	**14 9:00 AM DRO Meeting** (DRO Items: 9/7 Sufficency Review(7) and 8/2 Submittal Review) ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon • Final ZC Legal Ad to Z Tech (10/7)	**15** • BCC Packet to the Web 5pm (9/2329) • BCC Packet delivery (9/2329) • ZC Legal Ad Send to PB Post Noon (10/7) • Final ZC Notices to SP Tech (10/7) LDRAB packet delivery and post to Web (9/22) Round Table Z Tech print packet (10/27)	**16** ZC Sign Posting for 10/7 • BCC Resos to Cty Atty Pre-Hearing (9/2329) • BCC Resos to Web and GIS for Mapping (8/26) • ZC Notices to CMS and Web 11 am (10/7) Concurrency Submittal(1) CLF Submittal 9am-11am Round Table Zoning (10/27)	**17** • ZC Reports to Supervisor (10/7) **AV Resubmittal(1)** Round Table Agencies (10/27)	**18**
19 ZC Legal Ad in PB Post (10/7)	**20** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm LDRAB Add/Delete to Z Tech (Noon) (9/22)	**21** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon • BCC Add/Delete to Z Tech Noon (9/2329) • ZC Resos to Supervisor (10/7) LDRAB Add/Delete to Web/Board (Noon) (9/22)	**22 2:00 PM LDRAB/LDRC** **PIA-INTAKE (9/1) Sufficiency due (11/18)** • BCC Add/Delete to Web/BCC Aides Noon (9/2329) • ZC Reports/Resos to Z Tech (10/7)	**23 9:30 AM BCC Hearing rescheduled 9:00 AM AV Meeting Cancelled** • BCC/EAC Notices and Legal ad to Supervisor (10/28) • BCC Resos Mapped from GIS (/26) • ZC Packet to Administration (10/7) • ZC Resos to Web and GIS for mapping (9/2)	**24** **PH Resubmittal Review and Pre-Certification (9/13)(1)(3)** **Full DRO Resubmittal Review and Approval Deadline (9/13)(1)** Comments open agent/locked staff • Full DRO Result List to Web/GIS & letters to Applicant (9/13)	**25**
26	**27** ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm **Full DRO Resubmittal Noon(2)** Comments Open staff/locked agent Full DRO PAC Submittal(4)(1) • ZC Packet send to Graphics Noon (10/7) **AV Submittal(1)**	**28** ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon Full DRO Sufficiency Review due (9/7) PH **Insufficiency** Review due (9/7) AV Responses Due (8/30)(1) AV Certification (10/28)	**29 9:30 AM BCC Hearing** PH Final Certification (9/13)(1)(3) Comments open agent/locked staff • ZC Packet to the Web 5 pm • ZC Packet Delivery Send RT Exhibit to SP CR Spvrs (11/18)	**30** • BCC Revised Resos to Cty Atty (9/2329) • BCC Result List to Web and letters to Agents (9/2329) • ZC Resos to Cty Atty Pre Hearing (10/7) • ZC Notices and Legal to Supervisor (11/4) • ZC Resos mapped from GIS (9/2) LDRC & ULDC BCC Legal Ad to CR Spvs (10/27 & 10/28)	**1** • EAC Report Agency Conditions/Comments Due (10/28) • DRO ePlans to the Web (9/24)	**2**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for November 2021 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment. **(7)** No decision until sufficiency review due date. **(8)** ZAR application excludes Concurrency and CLF's. **(9)** ZAR Sufficiency/Insufficiency is determined at time of application acceptance. 8/13/21: BCC Hearing rescheduled (da); 9/23/21: AV meeting cancelled (sg)

PBC Annual Zoning Staff Calendar

October 2021 (1)(6)

Revised: 8/13/21; 10/13/21

Legend:
- ZAR – Zoning Agency Review
- AV - Type 1 Administrative Variance
- PH - Public Hearing (Community Development)
- CLF - Congregate Living Facility
- EAC – Expedited Application Consideration
- PAC – Pre-application Conference
- BCC - Board of County Commissioners
- ZC – Zoning Commission
- DRO – Development Review Officer
- LDRAB - Land Development Regulation Advisory Board
- LDRC – Land Development Regulations Commission

Sun	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat
26	**27** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent **Full DRO PAC Submittal**(4)(1) • ZC Packet send to Graphics Noon (10/7) **AV Submittal**(1)	**28** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** Full DRO Sufficiency Review due (9/7) PH **Insufficiency** Review due (9/7) AV Responses Due (8/30)(1) AV Certification (10/28)	**29** **9:30 AM BCC Hearing** PH Final Certification (9/13)(1)(3) Comments open agent/locked staff • ZC Packet to the Web 5 pm • ZC Packet Delivery Send RT Exhibit to SP CR Spvrs (11/18)	**30** BCC Revised Resos to Cty Atty (9/23 29) • BCC Result List to Web and letters to Agents (9/23 29) • ZC Resos to Cty Atty Pre Hearing (10/7) • ZC Notices and Legal to Supervisor (11/4) • ZC Resos mapped from GIS (9/2) LDRC & ULDC BCC Legal Ad to CR Spvrs (10/27 & 10/28)	**1** • EAC Report Agency Conditions/Comments Due (10/28) • DRO ePlans to the Web (9/24)	**2**
3	**4** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon**(2)(4) **Full DRO Submittal (Intake) Noon**(2)(4)	**5** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final BCC/EAC Legal Ad to Z Tech (10/28) • ZC Add/Delete to Z Tech Noon (10/7) Concurrency Submittal(1) CLF Submittal 9am-11am Final LDRC Legal Ad to Z Tech (10/27) Final ULDC BCC Legal Ad to Z Tech (10/28) RT Exhibit CR Spvrs due (11/18)	**6** **PIA-INTAKE (12/15)** Request for DRO Workshop Items(5) 10/12 Noon BCC (EAC) Sign Posting for 10/28 BCC • Final BCC/EAC Notices to SP Tech (10/28) • BCC/EAC Legal Ad send to PB Post Noon (10/28) • Add/Delete to Web and ZC Noon (10/7) • ZC Report Agency Comments/Conditions Due (11/4) AV Sign Posting for 10/28 Meeting Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (10/27) LDRC Legal Ad send to PB Post (10/27) ULDC BCC Legal Ad send to PB Post (10/28)	**7** **9:00 AM ZC Hearing** PH **Sufficiency** Review due (9/7) PH Municipal Letters Due (9/7) • BCC/EAC Notices to CMS and Web 11am (10/28)	**8** **Full DRO Resubmittal Review and Approval Deadline (9/27)**(1) Comments open agent/locked staff • BCC/EAC Reports to Supervisor (10/28) • BCC Resos to Supervisors (10/28) • Full DRO Result List to Web/GIS & letters to Applicant (9/27) ULDC BCC Exhibits to CR Z Tech (10/28) Send RT Exhibits SP/Email Agencies/Zoning (11/18) Final LDRAB exhibits to ZTech (10/27)	**9**
10 • BCC/EAC Legal Ad in PB Post (10/28) • LDRC Legal Ad in PB Post (10/27) • ULDC Legal Ad in PB Post (10/28)	**11** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **Holiday**	**12** **9:00 AM DRO Meeting** (DRO Items: 10/4 Sufficncy Review(7) and 9/7 Submittal Review) ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** **PH Resubmittal Noon**(2) Comments Open staff/locked agent **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent • BCC Reports/Resos to Z Tech (10/28) • Z Tech send DRO Agenda to Staff 9am • Final ZC Legal Ad to Z Tech (11/4) AV Sufficiency Review Due (9/27)(1)	**13** • ZC Legal Ad Send to PB Post Noon (11/4) • Final ZC Notices to SP Tech (11/4) Final LDRAB exhibits to Z Tech (10/27)	**14** ZC Sign Posting for 11/4 • BCC Packet to Administration (10/28) • BCC/EAC Notices and Legal ad to Supervisor (11/22) • BCC Resos to Web and GIS for Mapping (9/23) • ZC Notices to CMS and Web 11 am (11/4) • ZC Result List to Web and Letters sent to Agents (10/7) • ZC Revised Resos to Cty Atty (10/7) Final LDRAB packet to CR Spvrs (10/27)	**15** **AV Resubmittal**(1) LDRAB packet to Admin (10/27) RT Exhibits from Agencies/Zoning Comments due (11/18) • DRO ePlans to the Web (9/8) • ZC Reports to Supervisor (11/4)	**16**
17 • ZC Legal Ad in PB Post (11/4)	**18** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** • BCC Packet to Graphics Noon (10/28) LDRAB packet to graphics (10/27)	**19** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** PH Submittal (9/7) Comments Full DRO Submittal (9/7) Comments Comments open agent/locked staff • ZC Resos to Supervisor (11/4) AV Certification (11/18)	**20** • BCC Packet to the Web 5pm (10/28) • BCC Packet delivery (10/28) • ZC Reports/Resos to Z Tech (11/4) LDRAB packet delivery and post to Web (10/27) Round Table Z Tech print packet (11/18)	**21** • BCC Resos to Cty Atty Pre-Hearing (10/28) • BCC Resos Mapped from GIS (9/23) • ZC Packet to Administration (11/4) • ZC Notices and Legal to Supervisor (11/23) Concurrency Submittal(1) CLF Submittal 9am-11am LDRC Legal Ad to CR Spvs (11/18) Round Table Zoning (11/18) Send RT Exhibit to SP CR Spvrs (12/15)	**22** PIA-INTAKE (10/6) **Sufficiency due (12/15)** **PH Resubmittal Review and Pre-Certification (10/12)**(1)(3) **Full DRO Resubmittal Review and Approval Deadline (10/12)**(1) Comments open agent/locked staff • Full DRO Result List to Web/GIS & letters to Applicant (10/12) Round Table Agencies (11/18)	**23**
24	**25** ZAR(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review due (10/4) Full DRO Sufficiency Review due (10/4) **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent **Full DRO PAC Submittal**(4)(1) • ZC Packet send to Graphics Noon (11/4) **AV Submittal**(1) LDRAB Add/Delete to Z Tech (Noon) (10/27)	**26** ZAR(8)(9) **On-Line Submittal/Resubmittal closes Noon** • BCC Add/Delete to Z Tech Noon (10/28) • EAC Report Agency Conditions/Comments Due (11/22) • ZC Report Agency Comments/Conditions Due (11/23) AV Responses Due (9/27)(1) LDRAB Add/Delete to Web/Board (Noon) (10/27) Final LDRC Legal Ad to Z Tech (11/18)	**27** **2:00 PM LDRAB/LDRC** PH Final Certification (10/12)(1)(3) Comments open agent/locked staff • BCC Add/Delete to Web/BCC Aides Noon (10/28) • ZC Packet to the Web 5 pm • ZC Packet Delivery AV Sign Posting for 11/18 Meeting LDRC Legal Ad send to PB Post (11/18) RT Exhibit CR Spvrs due (12/15)	**28** **9:30 AM BCC Hearing** **9:00 AM AV Meeting Cancelled** • ZC Resos to Cty Atty Pre Hearing (11/4) • ZC Resos to Web and GIS for mapping (10/7) Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (11/18) ULDC BCC Legal Ad to CR Spvs (11/22)	**29** BCC (EAC) Sign Posting for 11/22 BCC • DRO ePlans to the Web (10/22) • Final BCC/EAC Notices to SP Tech (11/22)	**30**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for December 2021 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment. **(7)** No decision until sufficiency review due date. **(8)** ZAR application excludes Concurrency and CLF's. **(9)** ZAR Sufficiency/Insufficiency is determined at time of application acceptance. 8/13/21: BCC Hearing rescheduled (da); 10/13/21: AV meeting cancelled (sg)

PBC Annual Zoning Staff Calendar

November 2021 (1)(6)

Revised: 10/13/21; 10/28/21

ZAR – Zoning Agency Review
AV - Type 1 Administrative Variance
PH - Public Hearing (Community Development)
CLF - Congregate Living Facility

EAC – Expedited Application Consideration
PAC – Pre-application Conference

BCC - Board of County Commissioners
DRO – Development Review Officer
LDRAB - Land Development Regulation Advisory Board
LDRC – Land Development Regulations Commission

ZC – Zoning Commission

Sun	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat
31 • LDRC Legal Ad in PB Post (11/18)	**1** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon(2)(4)** **Full DRO Submittal (Intake) Noon(2)(4)** ZC Sign Posting for 11/23 (Dec Hearing) • BCC/EAC Notices to CMS and Web 11am (11/22) • Final ZC Notices to SP Tech (11/23) Send RT Exhibits SP/Email Agencies/Zoning	**2** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** • BCC/EAC Reports to Supervisor (11/22) • BCC Resos to Supervisors (11/22) • Final BCC/EAC Legal Ad to Z Tech (11/22) • ZC Add/Delete to Z Tech Noon (11/4) • ZC Notices to CMS and Web 11 am (11/23) • Final ZC Legal Ad to Z Tech (11/23) Concurrency Submittal(1) CLF Submittal 9am-11am Final ULDC BCC Legal Ad to Z Tech (11/22)	**3** **PIA-INTAKE (1/26)** Request for DRO Workshop Items(5) 11/9 Noon PH Sufficiency Review due (10/4) PH Municipal Letters Due (10/4) • ZC Add/Delete to Web and ZC Noon (11/4) • ZC Reports to Supervisor (11/23) • ZC Legal Ad Send to PB Post Noon (11/23) • BCC/EAC Legal Ad send to PB Post Noon (11/22) Final LDRAB exhibits to Z Tech (11/18) ULDC BCC Legal Ad send to PB Post (11/22)	**4** **9:00 AM ZC Hearing** • BCC Reports/Resos to Z Tech (11/22) • BCC Revised Resos to Cty Atty (10/28) • BCC Result List to Web and letters to Agents (10/28) • ZC Resos mapped from GIS (10/7) Final LDRAB packet to CR Spvrs (11/18)	**5** **Full DRO Resubmittal Review and Approval Deadline (10/25)(1)** Comments open agent/locked staff • BCC Packet to Administration (11/22) • Full DRO Result List to Web/GIS & letters to Applicant (10/25) • ZC Resos to Supervisor (11/23) LDRAB packet to Admin (11/18) ULDC BCC Exhibits to CR Z Tech (11/22) RT Exhibits from Agencies/Zoning Comments due (12/15)	**6**
7 • ZC Legal Ad in PB Post (11/23) • BCC/EAC Legal Ad in PB Post (11/22) • ULDC Legal Ad in PB Post (11/22)	**8** **ZAR(8) On-Line Submittal/Resubmittal opens 5 pm** **PH Resubmittal Noon(2)** Comments Open staff/locked agent **Full DRO Resubmittal Noon(2)** Comments Open staff/locked agent • Z Tech send DRO Agenda to Staff 9am • ZC Reports/Resos to Z Tech (11/23) AV Sufficiency Review Due (10/25)(1) LDRAB packet to graphics (11/18)	**9** **9:00 AM DRO Meeting** (DRO Items: 11/1 Sufficiency Review(7) and 10/4 Submittal Review) **ZAR(8) On-Line Submittal/Resubmittal closes Noon** • BCC Packet to Graphics Noon (11/22) • ZC Packet to Administration (11/23)	**10** • ZC Packet send to Graphics Noon (11/23) LDRAB packet delivery and post to Web (11/18) Round Table Z Tech print packet (12/15)	**11** **Holiday**	**12** • BCC Packet to the Web 5pm (11/22) • BCC Packet delivery (11/22) • DRO ePlans to the Web (11/5) • ZC Result List to Web and Letters sent to Agents (11/4) • ZC Revised Resos to Cty Atty (11/4) Round Table Zoning (12/15)	**13**
14	**15** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** PH Submittal (10/4) Comments • BCC Resos to Cty Atty Pre-Hearing (11/22) • ZC Packet to the Web 5 pm • ZC Packet Delivery Full DRO Submittal (10/4) Comments Comments open agent/locked staff Round Table Agencies (12/15)	**16** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** • ZC Resos to Cty Atty Pre Hearing (11/23) AV Certification (12/16) LDRAB Add/Delete to Z Tech (Noon) (11/18)	**17** LDRAB Add/Delete to Web/Board (Noon) (11/18)	**18** **9:00 AM AV Meeting** Cancelled **2:00 PM LDRAB/LDRC** Cancelled • BCC Add/Delete to Z Tech Noon (11/22) Concurrency Submittal(1) CLF Submittal 9am-11am LDRC & ULDC BCC Legal Ad to CR Spvs (12/15 & 12/16)	**19** **PH Resubmittal Review and Pre-Certification (11/8)(1)(3)** **Full DRO Resubmittal Review and Approval Deadline (11/8)(1)** Comments open agent/locked staff • BCC Add/Delete to Web/BCC Aides Noon (11/22) • EAC Report Agency Conditions/Comments Due (12/16) • Full DRO Result List to Web/GIS & letters to Applicant (11/8) • ZC Add/Delete to Z Tech Noon (11/23) AV Resubmittal(1)	**20**
21	**22** **9:30 AM BCC Hearing** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** PH Insufficiency Review due (11/1) Full DRO Sufficiency Review due (11/1) **Full DRO Resubmittal Noon(2)** Comments Open staff/locked agent • ZC Add/Delete to Web and ZC Noon (11/23)	**23** **9:00 AM ZC Hearing (Dec)** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** • Final BCC/EAC Notices and Legal Ad to SP Tech and Z Tech (12/16) AV Responses Due (10/25)(1) AV Sign Posting for 12/16 Meeting Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (12/15) Final LDRC Legal Ad to Z Tech (12/15) Final ULDC BCC Legal Ad to Z Tech (12/16)	**24** **PIA-INTAKE (11/3) Sufficiency due (1/26)** BCC (EAC) Sign Posting for 12/16 BCC **PH Final Certification (11/8)(1)(3)** Comments open agent/locked staff • BCC/EAC Legal Ad send to PB Post Noon (12/16) • BCC/EAC Reports to Supervisor (12/16) • BCC Resos to Supervisors (12/16) • BCC/EAC Notices to CMS and Web 11am (12/16) • BCC Resos mapped from GIS (10/28) LDRC Legal Ad send to PB Post (12/15) ULDC BCC Legal Ad send to PB Post (12/16)	**25** **Holiday**	**26** **Holiday**	**27**
28 • BCC/EAC Legal Ad in PB Post (12/16) • LDRC Legal Ad in PB Post (12/15) • ULDC Legal Ad in PB Post (12/15)	**29** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** **Full DRO PAC Submittal(4)(1)** • BCC Revised Resos to Cty Atty (11/22) • BCC Result List to Web and letters to Agents (11/22) • DRO ePlans to the Web (11/19) • ZC Resos to Web and GIS for mapping (11/4) **AV Submittal(1)** ULDC BCC Exhibits to CR ZTech (12/16)	**30** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** • BCC Reports/Resos to Z Tech (12/16) • ZC Result List to Web and Letters sent to Agents (11/23) • ZC Revised Resos to Cty Atty (11/23)	**1** **PIA-INTAKE (FEB 2022)** PH Sufficiency Review due (11/1) PH Municipal Letters Due (11/1) Final LDRAB exhibits to Z Tech (12/15) Send RT Exhibit to SP CR Spvrs (1/26)	**2** • BCC Packet to Administration (12/16) • ZC Notices and Legal to Supervisor (1/6) • ZC Resos mapped from GIS (11/4) Final LDRAB packet to CR Spvrs (12/15)	**3** **Full DRO Resubmittal Review and Approval Deadline (11/22)(1)** Comments open agent/locked staff • Full DRO Result List to Web/GIS & letters to Applicant (11/22) LDRAB packet to Admin (12/15)	**4**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for January 2022 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment. **(7)** No decision until sufficiency review due date. **(8)** ZAR application excludes Concurrency and CLF's. **(9)** ZAR Sufficiency/Insufficiency is determined at time of application acceptance. 10/13/21: AV meeting cancelled (sg); 10/28/21: LDRAB cancelled (sg)

PBC Annual Zoning Staff Calendar

December 2021 (1)(6)

Revised: 10/13/21; 10/28/21

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
28 • BCC/EAC Legal Ad in PB Post (12/16) • LDRC Legal Ad in PB Post (12/15) • ULDC Legal Ad in PB Post (12/16)	**29** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** **Full DRO PAC Submittal(4)(1)** • BCC Revised Resos to Cty Atty (11/22) • BCC Result List to Web and letters to Agents (11/22) • DRO ePlans to the Web (11/19) • ZC Resos to Web and GIS for mapping (11/4) **AV Submittal(1)** ULDC BCC Exhibits to CR Z Tech (12/16)	**30** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** • BCC Reports/Resos to Z Tech (12/16) • ZC Result List to Web and Letters sent to Agents (11/23) • ZC Revised Resos to Cty Atty (11/23)	**1** **PIA-INTAKE (FEB 2022)** PH **Sufficiency** Review due (11/1) PH Municipal Letters Due (11/1) Final LDRAB exhibits to Z Tech (12/15) Send RT Exhibit to SP CR Spvr (1/26)	**2** • BCC Packet to Administration (12/16) • ZC Notices and Legal to Supervisor (1/6) • ZC Resos mapped from GIS (11/4) Final LDRAB packet to CR Spvrs (12/15)	**3** **Full DRO Resubmittal Review and Approval Deadline (11/22)(1)** Comments open agent/locked staff • Full DRO Result List to Web/GIS & letters to Applicant (11/22) LDRAB packet to Admin (12/15)	**4**
5	**6** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon(2)(4)** **Full DRO Submittal (Intake) Noon(2)(4)** • BCC Packet to Graphics Noon (12/16) LDRAB packet to graphics (12/15)	**7** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** Concurrency Submittal(1) CLF Submittal 9am-11am RT Exhibit CR Spvrs due (1/26)	**8** Request for DRO Workshop Items(5) 12/14 Noon • BCC Packet to the Web 5pm (12/16) • BCC Packet delivery (12/16) • ZC Report Agency Comments/Conditions Due (1/6) LDRAB packet delivery and post to Web (12/15)	**9** • BCC Resos to Cty Atty Pre-Hearing (12/16)	**10** • DRO ePlans to the Web (12/3) Send RT Exhibits SP/Email Agencies/Zoning (1/26)	**11**
12	**13** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** PH Submittal (11/1) Comments Full DRO Submittal (11/1) Comments Comments open agent/locked staff **PH Resubmittal Noon(2)** Comments Open staff/locked agent **Full DRO Resubmittal Noon(2)** Comments Open staff/locked agent • Z Tech send DRO Agenda to Staff 9am • BCC Resos to Web and GIS for Mapping (11/22) AV Sufficiency Review Due (11/29)(1) LDRAB Add/Delete to Z Tech (Noon) (12/15)	**14** **9:00 AM DRO Meeting** (DRO Items:12/6 Sufficency Review(7) and 11/1 Submittal Review) **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** ZC Sign Posting for 1/6 ZC • BCC Add/Delete to Z Tech Noon (12/16) • ZC Resos to Web and GIS for mapping (11/23) • Final ZC Legal Ad to Z Tech (1/6) LDRAB Add/Delete to Web/Board (Noon) (12/15)	**15** **9:30 AM BCC Hearing** Rescheduled from 12/16 **2:00 PM LDRAB/LDRC** Cancelled • BCC Add/Delete to Web/BCC Aides Noon (12/16) • ZC Legal Ad Send to PB Post Noon (1/6) • Final ZC Notices to SP Tech (1/6)	**16** ~~9:30 AM BCC Hearing~~ Rescheduled to 12/15 ~~9:00 AM AV Meeting~~ Cancelled • ZC Notices to CMS and Web 11 am (1/6) Concurrency Submittal(1) CLF Submittal 9am-11am RT Exhibits from Agencies/Zoning Comments due (1/26)	**17** • ZC Reports to Supervisor (1/6) **AV Resubmittal(1)**	**18**
19 • ZC Legal Ad in PB Post (1/6)	**20** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** • BCC Resos mapped from GIS (11/22)	**21** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** • ZC Resos to Supervisor (1/6) • ZC Resos mapped from GIS (11/23) Round Table Z Tech print packet (1/26)	**22** **PIA-INTAKE (12/1) Sufficiency due (FEB 2022)** • ZC Reports/Resos to Z Tech (1/6) Round Table Zoning (1/26) Round Table Agencies (1/26)	**23** **PH Resubmittal Review and Pre-Certification (12/13)(1)(3)** **Full DRO Resubmittal Review and Approval Deadline (12/13)(1)** Comments open agent/locked staff • BCC/EAC Notices and Legal ad to Supervisor (1/27) • BCC Revised Resos to Cty Atty (12/16) • BCC Result List to Web and letters to Agents (12/16) • Full DRO Result List to Web/GIS & letters to	**24** **Holiday**	**25**
26	**27** **ZAR(8)(9) On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review due (12/6) Full DRO Sufficiency Review due (12/6) **Holiday**	**28** **ZAR(8)(9) On-Line Submittal/Resubmittal closes Noon** **Full DRO Resubmittal Noon(2)** Comments Open staff/locked agent **Full DRO PAC Submittal(4)(1)** **AV Submittal(1)** AV Certification (1/27)	**29** **PH Final Certification (12/13)(1)(3)** Comments open agent/locked staff • ZC Packet to the Web 5 pm • ZC Packet Delivery AV Responses Due (11/29)(1)	**30** • DRO ePlans to the Web (12/23) • ZC Resos to Cty Atty Pre Hearing (1/6) • ZC Notices and Legal to Supervisor (2/3) LDRC & ULDC BCC Legal Ad to CR Spvs (1/26 & 1/27) Send RT Exhibit to SP CR Spvrs (Feb 2022)	**31** • EAC Report Agency Conditions/Comments Due (1/27) **Holiday**	**1**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2) Appointment required for Submittal and Resubmittals. (3)** PH Certification for February 2022 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment. **(7)** No decision until sufficiency review due date. **(8)** ZAR application excludes Concurrency and CLF's. **(9)** ZAR Sufficiency/Insufficiency is determined at time of application acceptance. 10/13/21: BCC Hearing rescheduled from 12/16 to 12/15 (sg) 10/28/21: LDRAB cancelled (sg); 10/28/21: AV meeting cancelled (sg)

PBC Annual Zoning Staff Calendar

January 2022 (1)(6)

Revised:

Legend:
- ZAR – Zoning Agency Review
- AV - Type 1 Administrative Variance
- PH - Public Hearing (Community Development)
- CLF - Congregate Living Facility
- EAC – Expedited Application Consideration
- PAC – Pre-application Conference
- BCC - Board of County Commissioners
- DRO – Development Review Officer
- LDRAB - Land Development Regulation Advisory Board
- LDRC – Land Development Regulations Commission
- ZC – Zoning Commission

Sun.	Monday (2)	Tuesday	Wednesday (2) (3)	Thursday (2)	Friday	Sat.
2	**3** **ZAR**(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Submittal (Intake) Noon**(2)(4) **Full DRO Submittal (Intake) Noon**(2)(4)	**4** **ZAR**(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final BCC/EAC Legal Ad to Z Tech (1/27) • ZC Add/Delete to Z Tech Noon (1/6) Concurrency Submittal(1) CLF Submittal 9am-11am Final LDRC Legal Ad to Z Tech (1/26) Final ULDC BCC Legal Ad to Z Tech (1/27)	**5** PIA-INTAKE (March 2022) Request for DRO Workshop Items(5) 1/11 Noon BCC (EAC) Sign Posting for 1/27 BCC PH **Sufficiency** Review due (12/6) PH Municipal Letters Due (12/6) • Final BCC/EAC Notices to SP Tech (1/27) • BCC/EAC Legal Ad send to PB Post Noon (1/27) • ZC Add/Delete to Web and ZC Noon (1/6) • ZC Report Agency Comments/Conditions Due (2/3) AV Sign Posting for 1/27/22 Meeting Final LDRAB Exhibits to CR Spvrs, Cty Atty, DZD & ZD (1/26) LDRC Legal Ad send to PB Post (1/26) ULDC BCC Legal Ad send to PB Post (1/27) RT Exhibit CR Spvrs due (Feb 2022)	**6** 9:00 AM ZC Hearing • BCC/EAC Notices to CMS and Web 11am (1/27) • BCC Resos to Web and GIS for Mapping (12/16)	**7** **Full DRO Resubmittal Review and Approval Deadline (12/28)**(1) Comments open agent/locked staff • BCC/EAC Reports to Supervisor (1/27) • BCC Resos to Supervisors (1/27) • Full DRO Result List to Web/GIS & letters to Applicant (12/28)	**8**
9 • BCC/EAC Legal Ad in PB Post (1/27) • LDRC Legal Ad in PB Post (1/26) • ULDC Legal Ad in PB Post (1/27)	**10** **ZAR**(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** **PH Resubmittal Noon**(2) Comments Open staff/locked agent **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent • BCC Reports/Resos to Z Tech (1/27) • Z Tech send DRO Agenda to Staff 9am ULDC BCC Exhibits to CR Z Tech (1/27) Send RT Exhibits SP/Email Agencies/Zoning (Feb 2022)	**11** 9:00 AM DRO Meeting (DRO Items: 1/3/2022 Sufficiency Review(7) and 12/6/2021 Submittal Review) **ZAR**(8)(9) **On-Line Submittal/Resubmittal closes Noon** • Final ZC Legal Ad to Z Tech (2/3) AV Sufficiency Review Due (12/28)(1) Final LDRAB exhibits to Z Tech (1/26)	**12** • BCC Packet to Administration (1/27) • Final ZC Notices to SP Tech (2/3) • ZC Legal Ad Send to PB Post Noon (2/3) Final LDRAB packet to CR Spvrs (1/26)	**13** ZC Sign Posting for 2/3 • BCC Resos mapped from GIS (12/16) • ZC Notices to CMS and Web 11 am (2/3) • ZC Result List to Web and Letters sent to Agents (2/3) • ZC Revised Resos to Cty Atty 1/6 Final LDRAB packet to Admin (1/26)	**14** LDRAB packet to graphics (1/26) RT Exhibits from Agencies/Zoning Comments due (Feb 2022) • BCC Packet to Graphics Noon (1/27) • DRO ePlans to the Web (1/7) • ZC Reports to Supervisor (2/3)	**15**
16 • ZC Legal Ad in PB Post (2/3)	**17** **ZAR**(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH Submittal (12/6) Comments Full DRO Submittal (12/6) Comments Comments open agent/locked staff **Holiday**	**18** **ZAR**(8)(9) **On-Line Submittal/Resubmittal closes Noon** • ZC Resos to Supervisor (2/3)	**19** • BCC Packet to the Web 5pm (1/27) • BCC Packet delivery (1/27) • ZC Reports/Resos to Z Tech (2/3) LDRAB packet delivery and post to Web (1/26) Round Table Z Tech print packet (Feb 2022)	**20** • BCC Resos to Cty Atty Pre-Hearing (1/27) Concurrency Submittal(1) CLF Submittal 9am-11am Round Table Zoning (Feb 2022)	**21** **PH Resubmittal Review and Pre-Certification (1/10)**(1)(3) **Full DRO Resubmittal Review and Approval Deadline (1/10)**(1) Comments open agent/locked staff • Full DRO Result List to Web/GIS & letters to Applicant (1/10) • ZC Packet to Administration (2/3) **AV Resubmittal**(1) Round Table Agencies (Feb 2022)	**22**
23	**24** **ZAR**(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** PH **Insufficiency** Review due (1/3) Full DRO Sufficiency Review due (1/3) **Full DRO Resubmittal Noon**(2) Comments Open staff/locked agent • ZC Packet send to Graphics Noon (2/3) LDRAB Add/Delete to Z Tech (Noon) (1/26)	**25** **ZAR**(8)(9) **On-Line Submittal/Resubmittal closes Noon** • BCC Add/Delete to Z Tech Noon (1/27) LDRAB Add/Delete to Web/Board (Noon) (1/26)	**26** 2:00 PM LDRAB/LDRC PIA-INTAKE (1/5) Sufficiency due (March 2022) **PH Final Certification (1/10)**(1)(3) Comments open agent/locked staff • BCC Add/Delete to Web/BCC Aides Noon (1/27) • ZC Packet to the Web 5 pm • ZC Packet Delivery AV Responses Due (12/28)(1)	**27** 9:30 AM BCC Hearing 9:00 AM AV Meeting • ZC Resos to Cty Atty Pre Hearing (2/3) • ZC Resos to Web and GIS for mapping (1/6) LDRC & ULDC BCC Legal Ad to CR Spvs (Feb 2022)	**28** • DRO ePlans to the Web (1/21)	**29**
30	**31** **ZAR**(8)(9) **On-Line Submittal/Resubmittal opens 5 pm** Full DRO PAC Submittal(4)(1) **AV Submittal**(1)	**1** **ZAR**(8)(9) **On-Line Submittal/Resubmittal closes Noon** • ZC Add/Delete to Z Tech Noon (2/3)	**2** • ZC Add/Delete to Web and ZC Noon (2/3)	**3** 9:00 AM ZC Hearing	**4**	**5**

NOTE: BCC Backup dates are reserved in the event a hearing needs to be re-scheduled and are not for continuation of a scheduled hearing. **(1)** All Submittals, Resubmittals, Follow-ups and approval deadlines are before 12 noon on the dates indicated unless time indicated otherwise. **(2)** Appointment required for Submittal and Resubmittals. **(3)** PH Certification for March 2022 Public Hearings. **(4)** PAC with No Questions Only **(5)** DRO Workshop request deadline **(6)** Temporary Use Submittal by appointment **(7)** No decision until sufficiency review due date. **(8)** ZAR application excludes Concurrency and CLF's. **(9)** ZAR Sufficiency/Insufficiency is determined at time of application acceptance.