



Town of Huntersville, North Carolina 2009 Plan Submission Schedule



Process Type	Pre-Submittal Meeting 1	APF Application Due 2	Plan Submission Dates 3	Call Public Hearing 4	Neighborhood Meeting 5	Agenda Deadline 6	Town Board Hold Public Hearing 7	Planning Board Meeting 8	Town Board Final Action 9
Rezoning/Text Amend			Feb 2	Mar 2		Mar 6	Apr 6	Apr 28	May 18
Conditional Rezoning	Any Time	Jan 2	Feb 2	Apr 6	Mar 18 to Apr 8	Apr 13	May 4	May 26	Jun 15
Subdivision/Sp Use	Any Time	Jan 2	Feb 2		Mar 12 to Apr 2	Apr 7	-----	Apr 28	May 18
Rezoning/Text Amend			Mar 2	Apr 6		Apr 13	May 4	May 26	Jun 15
Conditional Rezoning	Any Time	Feb 2	Mar 2	May 4	Apr 15 to May 6	May 11	Jun 1	Jun 23	Jul 20
Subdivision/Sp Use	Any Time	Feb 2	Mar 2		Apr 9 to Apr 30	May 5	-----	May 26	Jun 15
Rezoning/Text Amend			Apr 1	May 4		May 11	Jun 1	Jun 23	Jul 20
Conditional Rezoning	Any Time	Mar 2	Apr 1	Jun 1	May 20 to Jun 10	Jun 15	Jul 6	Jul 28	Aug 17
Subdivision/Sp Use	Any Time	Mar 2	Apr 1		May 7 to May 28	Jun 2	-----	Jun 23	Jul 20
Rezoning/Text Amend			May 1	Jun 1		Jun 15	Jul 6	Jul 28	Aug 17
Conditional Rezoning	Any Time	Apr 1	May 1	Jul 6	Jun 17 to Jul 8	Jul 13	Aug 3	Aug 25	Sept 21
Subdivision/Sp Use	Any Time	Apr 1	May 1		Jun 11 to July 2	Jul 7	-----	Jul 28	Aug 17
Rezoning/Text Amend			Jun 1	Jul 6		Jul 13	Aug 3	Aug 25	Sept 21
Conditional Rezoning	Any Time	May 1	Jun 1	Aug 3	Jul 22 to Aug 12	Aug 17	Sept 8	Sept 22	Oct 19
Subdivision/Sp Use	Any Time	May 1	Jun 1		Jul 9 to Jul 30	Aug 4	-----	Aug 25	Sept 21
Rezoning/Text Amend			Jul 1	Aug 3		Aug 17	Sept 8	Sept 22	Oct 19
Conditional rezoning	Any Time	Jun 1	Jul 1	Sept 8	Aug 19 to Sep 9	Sept 14	Oct 5	Oct 27	Nov 16
Subdivision/Sp Use	Any Time	Jun 1	Jul 1		Aug 6 to Aug 27	Sept 1	-----	Sept 22	Oct 19
Rezoning/Text Amend			Aug 3	Sept 8		Sept 14	Oct 5	Oct 27	Nov 16
Conditional Rezoning	Any Time	Jul 1	Aug 3	Oct 5	Sep 16 to Oct 7	Oct 12	Nov 2	Nov 17	Dec 21
Subdivision/Sp Use	Any Time	Jul 1	Aug 3		Sep 10 to Oct 1	Oct 6	-----	Oct 27	Nov 16
Rezoning/Text Amend			Sept 1	Oct 5		Oct 12	Nov 2	Nov 17	Dec 21
Conditional rezoning	Any Time	Aug 3	Sept 1	Nov 2	Oct 21 to Nov 11	Nov 16	Dec 7	Dec 15	Jan 19, 2010
Subdivision/Sp Use	Any Time	Aug 3	Sept 1		Oct 8 to Oct 29	Nov 3	-----	Nov 17	Dec 21
Rezoning/Text Amend			Oct 1	Nov 2		Nov 16	Dec 7	Dec 15	Jan 19, 2010
Conditional rezoning	Any Time	Sept 1	Oct 1	Dec 7	Nov 17 to Dec 9	Dec 14	Jan 4, 2010	Jan 26, 2010	Feb 15, 2010
Subdivision/Sp Use	Any Time	Sept 1	Oct 1		Nov 4 to Nov 25	Dec 1	-----	Dec 15	Jan 19, 2010
Rezoning/Text Amend			Nov 2	Dec 7		Dec 14	Jan 4, 2010	Jan 26, 2010	Feb 15, 2010
Conditional Rezoning	Any Time	Oct 1	Nov 2	Jan 4, 2010	Dec 16 to Jan 6	Jan 11, 2010	Feb 1, 2010	Feb 23, 2010	Mar 15, 2010
Subdivision/Sp Use	Any Time	Oct 1	Nov 2		Dec 8 to Dec 31	Jan 5, 2010	-----	Jan 26, 2010	Feb 15, 2010
Rezoning/Text Amend			Dec 1	Jan 4, 2010		Jan 11, 2010	Feb 1, 2010	Feb 23, 2010	Mar 15, 2010
Conditional Rezoning	Any Time	Nov 2	Dec 1	Feb 1, 2010	Jan 13 to Feb 3	Feb 8, 2010	Mar 1, 2010	Mar 23, 2010	Apr 19, 2010
Subdivision/Sp Use	Any Time	Nov 2	Dec 1		Jan 7 to Jan 28	Feb 2, 2010	-----	Feb 23, 2010	Mar 15, 2010
Rezoning/Text Amend			Jan 4, 2010	Feb 1, 2010		Feb 8, 2010	Mar 1, 2010	Mar 23, 2010	Apr 19, 2010
Conditional Rezoning	Any Time	Dec 1	Jan 4, 2010	Mar 1, 2010	Feb 17 to Mar 10	Mar 15, 2010	Apr 5, 2010	Apr 27, 2010	May 17, 2010
Subdivision/Sp Use	Any Time	Dec 1	Jan 4, 2010		Feb 4 to Feb 25	Mar 2, 2010	-----	Mar 23, 2010	Apr 19, 2010

Note: bold print represents meeting date change due to holiday

NOTE: Traffic Impact Analysis shall be prepared while school is in session.



Description of Steps:

- 1 Pre submittal meeting with staff to discuss adequate public facilities, TIA scope and proposed subdivisions
- 2 Adequate Public Facilities Application Due (if applicable)
- 3 Completed application must be submitted including fees required for town to contract for a Transportation Impact Analysis.
The transportation impact analysis must be completed by Town consultant prior to 1st public meeting.
- 4 BOC calls the public hearing for the following month (allow for required advertisements).
- 5 Suggested Neighborhood Meeting dates are listed. Neighborhood Meetings shall not be held on Town Board, Planning Board or Board of Adjustment meeting nights. Invitations, accommodations and all other associated logistical requirements are the Petitioner's responsibility. Please inform the Huntersville Planning Department of the time, date, and location of the neighborhood meeting. Neighborhood Meeting Report must be submitted to town along with any revised plans.
Neighborhood Meetings are NOT required for Special Use Permits
- 6 Staff prepares the request for Board of Commissioners (BOC) meeting to call the public hearing.
Last time to submit changes prior to meeting.
- 7 A public hearing is held before the BOC. Staff presentation, petitioner presentation, neighbor's comments, town citizens comments are heard.
- 8 Petition is on the Planning Boards agenda for the formulation of a recommendation that will be presented to the BOC.
- 9 BOC votes / Final decision.

Last updated on 8-27-09