



City of Ann Arbor

PLANNING SERVICES

301 East Huron Street | P.O. Box 8647 | Ann Arbor, Michigan 48107-8647
 p. 734.794.6265 | f. 734.994.8312 | planning@a2gov.org

PLANNING COMMISSION SUBMISSION CALENDAR

Fiscal Year 2019-2020 Calendar

APPLICATIONS DUE (By 12:00 Noon) Thursdays except *
May 23, 2019
June 20, 2019
July 25, 2019
August 22, 2019
September 26, 2019
October 24, 2019
November 21, 2019
December 19, 2019
January 30, 2020
February 27, 2020
March 26, 2020
April 23, 2020
May 28, 2020

To ensure a complete submission, please:

- Review the [Submittal Requirements](#) webpage, where you will find many details about the process.
- Complete the [Site Plan Checklist](#)
- Conduct a pre-submission meeting prior. Contact planning@a2gov.org or any Planner to schedule.
- Contact planning@a2gov.org to request mailing addresses for Citizen Participation Requirements.
- Submit on time, by noon on the dates at left. Submittal consists of Etrakit submittal (digital), delivery of 4 paper copies, and application payment.
- Do not upload the completed payment worksheet to Etrakit. Email this to mgale@a2gov.org with the assigned project number by the deadline to maintain financial privacy.

- Within one week, staff will review the petition, contact the applicant of status as either accepted or rejected for review.
- Staff will not schedule a petition for Planning Commission consideration until all comments have been addressed and the petition is recommended for approval by all reviewers.
- If you have any questions regarding the City's development review process, please contact Planning Services at 734-794-6265 or planning@a2gov.org.
- Staff will work to review all petitions in a reasonable timeframe. Petitions that are approved by the Planning Commission will take an estimated 4-6 months. Petitions that are approved by the City Council will take an estimated 6-12 months.
- Planning Commission makes a recommendation to City Council for most petitions. Following Planning Commission action, staff will schedule the petition at the next available City Council meeting, subject to any conditions addressed, and agenda filing deadlines established by the City Administrator.