

**CITY OF ALTAMONTE SPRINGS
DEVELOPMENT REVIEW COMMITTEE AND PLANNING BOARD
SUBMITTAL AND MEETING DATES**

Type of Application	Submittal Deadline for Preliminary Site Plans and Projects Requiring Planning Board Approval (4 PM)	Submittal Deadline for Standard DRC Applications (Non-Planning Board) (12 PM)	DRC Meeting	DRC Meeting Planning Board Meeting 6:30 PM (If plan passes DRC Review)
Preliminary	April 5, 2021	NOT APPLICABLE	April 21, 2021	May 12, 2021
Revision, Combo or Final	NOT APPLICABLE	April 1, 2021	April 14, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	April 15, 2021	April 28, 2021	NOT APPLICABLE
Preliminary	May 3, 2021	NOT APPLICABLE	May 19, 2021	June 9, 2021
Revision, Combo or Final	NOT APPLICABLE	May 6, 2021	May 19, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	May 20, 2021	June 2, 2021	NOT APPLICABLE
Preliminary	June 1, 2021	NOT APPLICABLE	June 16, 2021	July 14, 2021
Revision, Combo or Final	NOT APPLICABLE	June 3, 2021	June 16, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	June 17, 2021	June 30, 2021	NOT APPLICABLE
Preliminary	July 6, 2021	NOT APPLICABLE	July 21, 2021	August 11, 2021
Revision, Combo or Final	NOT APPLICABLE	July 1, 2021	July 14, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	July 15, 2021	July 28, 2021	NOT APPLICABLE
Preliminary	August 2, 2021	NOT APPLICABLE	August 18, 2021	September 8, 2021
Revision, Combo or Final	NOT APPLICABLE	August 5, 2021	August 18, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	August 19, 2021	September 1, 2021	NOT APPLICABLE
Preliminary	September 1, 2021	NOT APPLICABLE	September 15, 2021	October 13, 2021
Revision, Combo or Final	NOT APPLICABLE	September 2, 2021	September 15, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	September 16, 2021	September 29, 2021	NOT APPLICABLE
Preliminary	October 4, 2021	NOT APPLICABLE	October 20, 2021	November 10, 2021
Revision, Combo or Final	NOT APPLICABLE	October 7, 2021	October 20, 2021	NOT APPLICABLE

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Revision, Combo or Final	NOT APPLICABLE	October 21, 2021	November 3, 2021	NOT APPLICABLE
Preliminary	November 1, 2021	NOT APPLICABLE	November 17, 2021	December 15, 2021
Revision, Combo or Final	NOT APPLICABLE	November 4, 2021	November 17, 2021	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	November 18, 2021	December 8, 2021 (extended 1 week)	NOT APPLICABLE
Revision, Combo or Final	NOT APPLICABLE	December 2, 2021	December 15, 2021	NOT APPLICABLE
Preliminary	December 6, 2021	NOT APPLICABLE	December 22, 2021	January 12, 2022
Revision, Combo or Final	NOT APPLICABLE	December 16, 2021	January 5, 2022 (extended 1 week)	NOT APPLICABLE

Table 1 - Development Review Committee and Planning Board schedule of 2021 deadline and meeting dates.

GENERAL PROCESSING INFORMATION NOTES:

- This schedule is for site plans, subdivision plats, and site plan revisions.
- Unless otherwise noted herein, the submittal deadline for projects that go to planning board is 4 PM on the first Monday of the month.
- Unless otherwise noted herein, the submittal deadline for Non-Planning Board projects is 12 PM (Noon) on the 1st and 3rd Thursdays of month.
- For preliminary, final and combo site plans and plats, the DRC meeting time will be confirmed via email within one week before DRC.
- DRC Comment Memo for Preliminary, Final, and Combo Plans and Plats are emailed on the Tuesday (noon), one day before the DRC Meeting.
- Applicants do not attend a formal face-to-face DRC Meeting with staff for Site Plan Revision Applications.
- DRC Comment Memo for Site Plan Revisions are typically emailed on the Wednesday of the scheduled DRC Meeting date.
- Unless otherwise noted herein, the Planning Board Meeting is scheduled on 2nd Wednesday of the Month at 6:30 PM.

For more information on the DRC, Planning Board schedule, please contact the Growth Management Department at (407) 571-8160.