

Technical Review Team Review Schedule 2015 - 2016

Form District Permit Applications

A		B	C	D	E	F	G
MONTHLY PREAPPLICATION MEETINGS*		APPLICATION SUBMITTAL	ACCEPTANCE NOTIFICATION - COMPLETE APPLICATION	TECHNICAL REVIEW TEAM (TRT) MEETING & COMMENTS	CONVEY TRT COMMENTS TO APPLICANT	TRT MEETING WITH APPLICANT	ACTION EP-FDP (45 Days From Acceptance)
Third Tuesday 2pm or 3pm	Fourth Tuesday 2 pm or 3pm	Week -2	Week 0	Week 3	Week 3	Week 4	Week 7
		DEADLINE: First Thursday at Noon	DEADLINE: Thursday at noon (0 days)	DEADLINE: Tuesday 2pm or 3pm (19 days)	DEADLINE: Thursday Noon (21 days)	DEADLINE: Tuesday 26 days 2pm or 3pm	DEADLINE: Friday at 5 pm (43 days)
7/16/2015	7/23/2015	8/6/2015	8/20/2015	9/8/2015	9/10/2015	9/15/2015	10/2/2015
8/18/2015	8/25/2015	9/3/2015	9/17/2015	10/6/2015	10/8/2015	10/13/2015	10/30/2015
9/15/2015	9/22/2015	10/1/2015	10/15/2015	11/3/2015	11/5/2015	11/10/2015	11/27/2015
10/20/2015	10/27/2015	11/5/2015	11/19/2015	12/8/2015	12/10/2015	12/15/2015	1/1/2016
11/17/2015	11/24/2015	12/3/2015	12/17/2015	1/5/2016	1/7/2016	1/12/2016	1/29/2016
12/15/2015	12/29/2015	1/7/2016	1/21/2016	2/9/2016	2/11/2016	2/16/2016	3/4/2016
1/19/2016	1/26/2016	2/4/2016	2/18/2016	3/8/2016	3/10/2016	3/15/2016	4/1/2016
2/16/2016	2/23/2016	3/3/2016	3/17/2016	4/5/2016	4/7/2016	4/12/2016	4/29/2016
3/15/2016	3/22/2016	4/7/2016	4/21/2016	5/10/2016	5/12/2016	5/17/2016	6/3/2016
4/19/2016	4/26/2016	5/5/2016	5/19/2016	6/7/2016	6/9/2016	6/14/2016	7/1/2016
5/17/2015	5/24/2015	6/2/2016	6/16/2016	7/5/2016	7/7/2016	7/12/2016	7/29/2016
6/21/2016	6/28/2016	7/7/2016	7/21/2016	8/9/2016	8/11/2016	8/16/2016	9/2/2016
7/19/2016	7/26/2016	8/4/2016	8/18/2016	9/6/2016	9/8/2016	9/13/2016	9/30/2016
8/16/2016	8/23/2016	9/1/2016	9/15/2016	10/4/2016	10/6/2016	10/11/2016	10/28/2016
9/20/2016	9/27/2016	10/6/2016	10/20/2016	11/8/2016	11/10/2016	11/15/2016	12/2/2016
10/18/2016	10/25/2016	11/3/2016	11/17/2016	12/6/2016	12/8/2016	12/13/2016	12/30/2016
11/15/2016	11/22/2016	12/1/2016	12/15/2016	1/3/2017	1/5/2017	1/10/2017	1/27/2017
12/20/2016	1/3/2017	1/5/2017	1/19/2017	2/7/2017	2/9/2017	2/14/2017	3/3/2017

All Meetings Held in Chapel Hill Town Hall Planning Library Conference Room (3rd Floor) Unless Otherwise Indicated

Meeting Dates that have been adjusted to accommodate conflict with Town Holidays.

Columns A. PREAPPLICATION MEETING CHOICES - third and fourth Tuesdays of Each Month at 2pm or 3pm n: One pre-application meeting required with Technical Review staff prior to Form District Permit Application submittal. Additional pre-application meetings are optional as needed. *Meetings may also be requested on 1st and 2nd Tuesdays if there is an opening.

Column B. MONTHLY SUBMITTAL DEADLINE (Week -2): First Thursday at Noon. Applications distributed to staff Monday morning

Column C. ACCEPTANCE NOTIFICATION OF COMPLETE APPLICATION (Week 0) - Thursday at Noon: Incomplete applications will not be reviewed. Review time-table is suspended until applicant receives acceptance notification of complete application. Review timeline will resume on first Thursday after a complete application is submitted.

Column D. TRT COMMENT DEADLINE/TRT MEETING (Staff only): (Week 3 / 19 days) -Tuesday 2pm or 3pm, Comments entered into LAMA or sent via email (external agencies only) prior to TRT meeting. It is the responsibility of each TRT staff to discuss their comments with dept. heads in advance of the TRT meetings.

Column E. TRT COMMENT CONVEYANCE TO APPLICANT (Week 3 / 21 Days) -Thursday at Noon

Column F. TRT MEETING WITH APPLICANT TO REVIEW COMMENTS (Week 4 / 26 Days) - Tuesday at 2pm or 3pm

Column G. ACTION - EPHEBUS-FORDHAM FORM DISTRICT PERMIT (Week 7 / 45 Days From Acceptance) - Note: Action is required within 45 days of acceptance of the EP-FDP or within 15 days of CDC Certificate of Appropriateness Approval, *whichever is later.*