

2005 INCLUSIONARY ZONING DEVELOPMENT ASSISTANCE MEETINGS
For more information on these meetings, contact the Planning Unit at (608) 266-4635

Step 1. Pre-Application Project Discussion with Planning Unit, CDBG & Zoning Staff			Step 2. Pre-Application Project Review by Interdepartmental Review Staff Team				
Tuesday at 1:30PM in Room LL-110, MMB			Thursday beginning at 9:00 AM in Room LL-110, MMB				
<p>The purpose of this discussion is to give the prospective applicant an opportunity to meet with staff from the above disciplines to preliminarily discuss the project prior to the expenditure of significant resources.</p> <p>The applicant is asked to bring with them a conceptual drawing of the proposed development that includes an indication of the number of total residential units proposed and an indication of how they intend to meet the requirements of the Inclusionary Zoning provisions in the Zoning Ordinance to aid the discussion. No materials are required to be submitted in advance of the meeting.</p> <p>Meetings are generally scheduled for the first and third Tuesday afternoons of each month. Please notify the Planning unit by 4 PM of the cutoff date at 266-4635 to be scheduled for the specific meeting.</p> <p>Meeting times are subject to availability. No more than three pre-application discussions will be conducted on any given meeting day. Initial discussions will be limited to 45 minutes depending on the number of agenda items.</p>	Cutoff Date	Meeting Day	<p>Following the preliminary discussion in Step 1, the applicant is required to present a more detailed version of the development plan with the members of the Interdepartmental Review Staff Team prior making formal applications for Plan Commission consideration.</p> <p>The applicant is required to submit twelve (12) copies of an 11 X 17 inch site plan that depicts the proposed development, and twelve (12) copies of a draft Inclusionary Dwelling Unit Plan (IDUP) describing the nature of the project and how the applicant proposes to comply with the inclusionary zoning components of the Zoning Ordinance. The draft IDUP and site plans should be collated and stapled to assist in their distribution to reviewing agencies. In the alternative, the applicant may submit the IDUP information electronically by e-mail after first contacting the Planning Unit to make arrangements.</p> <p>Meeting times are subject to availability. No more than three pre-application reviews will be heard on any given meeting day. In order to be scheduled for a specific date, the site plans and IDUP must be received by the Planning Unit by 12 PM of the cutoff date for a specific meeting. Incomplete submittals will not be scheduled.</p>	Cutoff Date	Meeting Day		
		January 4		January 11*		January 6	January 13
		January 18		January 25**		January 21	January 27**
		February 1		February 8		February 3	February 10
		February 15		February 22		February 17	February 24
		March 1		March 8		March 3	March 10
		March 15		March 22		March 17	March 24
		March 29		April 5		March 31	April 7
		April 12		April 19		April 14	April 21
		April 26		May 3		April 28	May 5
		May 10		May 17		May 19	May 26*
		May 31		June 7		June 2	June 9
		June 14		June 21		June 16	June 23
		June 28		July 5		June 30	July 7
		July 12		July 19		July 14	July 21
		August 2		August 9		August 4	August 11
		August 16		August 23		August 18	August 25*
	August 31	Sept. 6		Sept. 1	Sept. 8		
	Sept. 13	Sept. 20		Sept. 22	Sept. 29*		
	Sept. 27	October 4		October 6	October 13		
	October 11	October 18		October 20	October 27		
	October 25	Nov. 1		Nov. 3	Nov. 10*		
	Nov. 8	Nov. 15		Nov. 15	Nov. 22* (T)		
	Dec. 6	Dec. 13		Dec. 8	Dec. 15		

*: Meeting will be held in Room LL-130 | **: Meeting room to be announced | (T): Tuesday