

DEVELOPMENT REVIEW SCHEDULE for the URBAN DESIGN COMMISSION and PLAN COMMISSION, December 2017 – December 2018

Please contact the Department of Planning and Community and Economic Development at (608) 266-4635 if you have questions about filing your application.

SUBMITTAL DEADLINES (12:00 PM Wednesday) FOR:		MEETING DATES:			Schedule for when only Urban Design Commission (UDC) review is required: <ul style="list-style-type: none"> Approval of Projects in Urban Design Districts <u>not</u> also requiring Plan Commission approval (<i>Public Hearing Required</i>) Comprehensive Design Review and Sign Variances (<i>Public Hearing Required</i>) Review of New Buildings or Additions to Existing Buildings <u>Less than 20,000 Square Feet</u> in the Downtown Core (DC) and Urban Mixed-Use (UMX) zoning districts (<i>Public Hearing Required</i>) Review of Public Buildings (excluding those by the State of Wisconsin, University of Wisconsin or the United States Government) (<i>Public Hearing Not Required</i>) 																																																																																													
		Urban Design Commission (UDC) (When applicable to items in first column)	Plan Commission (For ALL applications listed in left two columns)	Common Council (For Zoning Map Amendments and Preliminary and Final Plats)																																																																																														
<ul style="list-style-type: none"> Zoning Map Amendments (including rezoning to, or a major alteration of, a Planned Development zoning district) All applications that include a Zoning Map Amendment All projects requiring review by the Urban Design Commission (UDC) 	<ul style="list-style-type: none"> Conditional Uses NOT requiring UDC review Demolition Permits Preliminary and Final Plats Certified Survey Maps requiring Plan Commission approval Alterations to Planned Developments approved by the Plan Commission only 	Meetings begin at 4:30 PM, Wednesday	Public hearings begin at 5:45 PM, Monday	Public hearings begin at 6:45 PM, Tuesday	<table border="1"> <thead> <tr> <th colspan="2">SUBMITTAL DEADLINES (12:00 PM Wednesday) FOR:</th> <th>MEETING DATES: Meetings begin at 4:30 PM, Wednesday</th> </tr> <tr> <th>Public Hearing Required</th> <th>Public Hearing Not Required</th> <th></th> </tr> </thead> <tbody> <tr><td>November 20, 2017 (Monday)</td><td>December 6, 2017</td><td>December 20, 2017</td></tr> <tr><td>December 6, 2017</td><td>December 20, 2017</td><td>January 10, 2018</td></tr> <tr><td>December 20, 2017</td><td>January 3, 2018</td><td>January 24</td></tr> <tr><td>January 3, 2018</td><td>January 17</td><td>February 7</td></tr> <tr><td>January 17</td><td>January 31</td><td>February 21</td></tr> <tr><td>January 31</td><td>February 21</td><td>March 7</td></tr> <tr><td>February 21</td><td>March 7</td><td>March 21</td></tr> <tr><td>March 7</td><td>March 21</td><td>April 11</td></tr> <tr><td>March 21</td><td>April 4</td><td>April 25</td></tr> <tr><td>April 4</td><td>April 18</td><td>May 9</td></tr> <tr><td>April 18</td><td>May 2</td><td>May 23</td></tr> <tr><td>May 2</td><td>May 16</td><td>June 6</td></tr> <tr><td>May 16</td><td>May 30</td><td>June 20</td></tr> <tr><td>May 30</td><td>June 20</td><td>July 11</td></tr> <tr><td>June 20</td><td>July 18</td><td>July 16</td></tr> <tr><td>July 18</td><td>August 1</td><td>July 30</td></tr> <tr><td>August 1</td><td>August 15</td><td>August 20</td></tr> <tr><td>August 15</td><td>September 5</td><td>September 5</td></tr> <tr><td>September 5</td><td>September 19</td><td>September 17</td></tr> <tr><td>September 19</td><td>October 3</td><td>September 25</td></tr> <tr><td>October 3</td><td>October 17</td><td>October 1</td></tr> <tr><td>October 17</td><td>October 31</td><td>October 15</td></tr> <tr><td>October 31, 2018</td><td>November 14, 2018</td><td>October 30</td></tr> <tr><td></td><td></td><td>November 5</td></tr> <tr><td></td><td></td><td>November 19</td></tr> <tr><td></td><td></td><td>November 20</td></tr> <tr><td></td><td></td><td>December 4, 2018</td></tr> <tr><td></td><td></td><td>*January 8, 2019*</td></tr> <tr><td></td><td></td><td>*January 8, 2019*</td></tr> </tbody> </table>	SUBMITTAL DEADLINES (12:00 PM Wednesday) FOR:		MEETING DATES: Meetings begin at 4:30 PM, Wednesday	Public Hearing Required	Public Hearing Not Required		November 20, 2017 (Monday)	December 6, 2017	December 20, 2017	December 6, 2017	December 20, 2017	January 10, 2018	December 20, 2017	January 3, 2018	January 24	January 3, 2018	January 17	February 7	January 17	January 31	February 21	January 31	February 21	March 7	February 21	March 7	March 21	March 7	March 21	April 11	March 21	April 4	April 25	April 4	April 18	May 9	April 18	May 2	May 23	May 2	May 16	June 6	May 16	May 30	June 20	May 30	June 20	July 11	June 20	July 18	July 16	July 18	August 1	July 30	August 1	August 15	August 20	August 15	September 5	September 5	September 5	September 19	September 17	September 19	October 3	September 25	October 3	October 17	October 1	October 17	October 31	October 15	October 31, 2018	November 14, 2018	October 30			November 5			November 19			November 20			December 4, 2018			*January 8, 2019*			*January 8, 2019*
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<p>**All submittal deadlines are Wednesdays unless otherwise noted. All applications received after 12:00 PM Noon submittal deadline may be postponed to the next scheduled submittal date and corresponding meeting date(s).**</p>																																																																																																		
<p>NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, of if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), you may be subject to Madison's lobbying ordinance (Sec. 2.40, MGO) and may be required to register and report your lobbying. Please consult the City Clerk's Office for more information ((608) 266-4601). Failure to comply with the lobbying ordinance may result in fines.</p>																																																																																																		
<p>Schedule Effective: October 2, 2017</p>																																																																																																		
<p>When filing the above, please use the Urban Design Application</p> <p>Informational Presentations at the Urban Design Commission: Informational presentations, where no formal action is taken by the UDC, can be scheduled by contacting the Secretary of the UDC at (608) 266-4635. Space on a particular agenda may be limited and <u>priority will be given to projects requiring a UDC action. Fourteen (14) copies</u> of your plans reduced to fit onto 11 X 17-inch paper shall be submitted for a particular meeting using the corresponding date under the Public Hearing Not Required column (i.e. 2-3 weeks before desired meeting). On the <i>Urban Design Application</i>, please check the "Informational Presentation" box.</p> <p>A pre-application meeting with staff is required prior to filing any Urban Design Application. Please contact UDC staff at (608) 266-4635 to schedule a pre-application meeting.</p> <p>The Urban Design Commission has established a policy that limits the number of agenda items to fifteen (15). The first fifteen applications received and accepted will be scheduled. Priority is given to applications also scheduled for review by the Plan Commission. Any application beyond the fifteen agenda items will be scheduled for the next regularly scheduled meeting.</p>																																																																																																		