



City of Mt. Juliet 2021 Planning Commission Submittal Calendar

Month	Pre-Application Mtg, (Appt times to be scheduled, Must be requested no later than one week in advance)	Submittal Deadline 3:00 pm	Open Tech Review (Applicant Attendance Mandatory)	Staff Comments Available	Resubmittal Deadline 3:00	Tech Review (Staff Only)	Packages to PC members	PC meeting 6:30 pm
<i>January</i>	Dec. 7, 2020	Dec. 16, 2020	Dec. 22, 2020	Dec. 23, 2020	Dec. 31, 2020	Jan. 5, 2021	Jan. 15, 2021	<i>Jan. 21, 2021</i>
<i>February</i>	Jan. 4, 2021	Jan. 20, 2021	Jan. 26, 2021	Jan. 29, 2021	Feb. 4, 2021	Feb. 9, 2021	Feb. 12, 2021	<i>Feb. 18, 2021</i>
<i>March</i>	Feb. 8, 2021	Feb. 17, 2021	Feb. 23, 2021	Feb. 26, 2021	Mar. 4, 2021	Mar. 9, 2021	Mar. 12, 2021	<i>Mar. 18, 2021</i>
<i>April</i>	Mar. 8, 2021	Mar. 17, 2021	Mar. 23, 2021	Mar. 26, 2021	Apr. 1, 2021	Apr. 6, 2021	Apr. 9, 2021	<i>Apr. 15, 2021</i>
<i>May</i>	Apr. 5, 2021	Apr. 14, 2021	Apr. 20, 2021	Apr. 23, 2021	Apr. 29, 2021	May 4, 2021	May 14, 2021	<i>May 20, 2021</i>
<i>June</i>	May 3, 2021	May 19, 2021	May 25, 2021	May 28, 2021	Jun. 3, 2021	Jun. 8, 2021	Jun. 11, 2021	<i>Jun. 17, 2021</i>
<i>July</i>	Jun. 7, 2021	Jun. 16, 2021	Jun. 22, 2021	Jun. 25, 2021	Jul. 1, 2021	Jul. 7, 2021	Jul. 9, 2021	<i>Jul. 15, 2021</i>
<i>August</i>	July 6, 2021	Jul. 14, 2021	Jul. 20, 2021	Jul. 23, 2021	Jul. 29, 2021	Aug. 3, 2021	Aug. 13, 2021	<i>Aug. 19, 2021</i>
<i>September</i>	Aug. 2, 2021	Aug. 18, 2021	Aug. 24, 2021	Aug. 27, 2021	Sep. 2, 2021	Sep. 8, 2021	Sep. 10, 2021	<i>Sep. 16, 2021</i>
<i>October</i>	Sep. 7, 2021	Sep. 15, 2021	Sep. 21, 2021	Sep. 24, 2021	Sep. 30, 2021	Oct. 5, 2021	Oct. 15, 2021	<i>Oct. 21, 2021</i>
<i>November</i>	Oct. 4, 2021	Oct. 20, 2021	Oct. 26, 2021	Oct. 29, 2021	Nov. 4, 2021	Nov. 9, 2021	Nov. 12, 2021	<i>Nov. 18, 2021</i>
<i>December</i>	Nov. 8, 2021	Nov. 17, 2021	Nov. 23, 2021	Nov. 24, 2021	Dec. 2, 2021	Dec. 7, 2021	Dec. 10, 2021	<i>Dec. 16, 2021</i>
<i>January 2022</i>	Dec. 6, 2021	Dec. 15, 2021	Dec. 21, 2021	Dec. 23, 2021	Dec. 30, 2021	Jan. 4, 2022	Jan. 14, 2022	<i>Jan. 20, 2022</i>

Pre-Application Meeting – All submittals will be required to have attended a pre-app meeting prior to submitting a project, unless previously waived by staff. Contact the Planning office for an appointment time, and all requests must be received a minimum of one week prior to the pre-app meeting date. Meetings will be limited to 30 mins in duration per project.

Initial Submittal -Must be received by **3:00 pm** on the published submittal deadline. No late or incomplete submittals will be accepted. All submittals must include the following: Completed/signed application, completed checklist, fees, letters of availability (if required), digital file with all files saved in PDF format, & all pages saved individually. Submissions must include **Ten (10) Half size folded copies and Four (4) Full size folded copies**. **Land Use Map Amendments must be submitted fourteen (14) days prior to the initial submittal date due to publication requirements. Internal administrative/staff reviews will follow the submittal calendar dates.

Resubmittal – Must be received by **3:00 pm** on the published resubmittal deadline. No late or incomplete submittals will be accepted. All submittals must include the following: Updated Digital file with all files saved in PDF format & all pages saved individually. Resubmissions must include **Twenty-eight (28) half size, Four (4) full size corrected & folded copies with plan changes “clouded”, supporting documentation and a detailed response letter that incorporates the departmental review comments & response/action taken on each item. Please include fifteen (15) copies of the response letter. Do not attach to any plans.**

Notes - * Highlighted areas are date changes or modified scheduling due to holidays. ****Please note changes in the calendar include: 3:00 submittal/resubmittal deadline, Adjusted number of copies required for all submittals/resubmittals & response letters.**