

Development Services Department Application Deadlines: Fiscal Year 2024-2025

Deadlines are scheduled to meet notification requirements and are generally 18-25 days prior to the regular meeting. Special called hearings are scheduled on a case by case basis. For information, please contact the Development Services Office at (828) 456-8647.

LDS Compliance, signs, administrative permits, occupancy or building permits:

- No deadline to submit documents.
- Occupancy Use and Building Permits will not be issued without a confirmation of LDS compliance.

Zoning Board of Adjustment: regular meeting is on the first Tuesday of every month (Appeals, Variances)

Meeting Date	Documents Submission Deadline
July 2, 2024	June 13, 2024
August 6	July 18
September 3	August 15
October 1	September 12
November 5	October 17
December 3	November 14
January 7, 2025	December 18
February 4	January 16, 2025
March 4	February 13
April 1	March 14
May 6	April 17
June 3	May 15
July 1	June 12

**Planning Board: regular meeting is on the third Monday of every month
(Special Use Permits, Major Site Plan Review, Major Subdivision Preliminary Plat, Text
Amendments, Map Amendment/Rezoning, Conditional District)**

Advance meetings with staff and/or technical review are required prior to submittal deadline.

Meeting Date	Documents Submission Deadline
July 15, 2024	June 26, 2024
August 19	July 31
September 16	August 28
October 21	October 2
November 18	October 30
December 16	November 25
January 2025 - TBD	TBD
February 17	January 29, 2025
March 17	February 26
April 21	April 2
May 19	April 30
June 16	May 28
July 21	July 2

**Historic Commission: regular meeting is on the first Wednesday of every month
(Certificate of Appropriateness, Designation of Historic Landmarks/Districts)**

Meeting Date	Documents Submission Deadline
July 3, 2024	June 14, 2024
August 7	July 19
September 4	August 16
October 2	September 13
November 6	October 18
December 4	November 15
January 2025 - TBD	TBD
February 5	January 17, 2025
March 5	February 14
April 2	March 14
May 7	April 16
June 4	May 16
July 2	June 13