

2019 CARMEL PLAN COMMISSION CALENDAR

TIMELINE: FILING AND NOTICE DEADLINES, DISTRIBUTION DATES¹

PC MEETING DATES*: Third Tuesday	PUBLIC HEARING ITEMS & TAC FILING DEADLINES: 62 days prior	TECHNICAL ADVISORY COMMITTEE (TAC) MEETING**: Third Wednesday	PUBLIC NOTICE DEADLINE ² : 21 days prior	PACKET/ FEE DEADLINE: Usually mailed 11 days prior, by noon	DEPARTMENT REPORTS: Mailed 5 days prior
January 15	November 14, 2018	December 19, 2018	December 25, 2018	January 04, 2019	January 10
February 19	December 19, 2018	January 16	January 29	February 08	February 14
March 19	January 16	February 20	February 26	March 08	March 14
April 16	February 13	March 20	March 26	April 05	April 11
May 21	March 20	April 17	April 30	May 10	May 16
June 18	April 17	May 15	May 28	June 07	June 13
July 16	May 15	June 19	June 25	July 05	July 11
August 20	June 19	July 17	July 30	August 09	August 15
September 17	July 17	August 21	August 27	September 06	September 12
October 15	August 14	September 18	September 24	October 04	October 10
November 19	September 18	October 16	October 29	November 08	November 14
December 17	October 16	November 20	November 26	December 06	December 12
January 21, 2020	November 20	December 18	December 31	January 10	January 16
February 18, 2020	December 18	January 15	January 28	February 07	February 13

2019 PLAN COMMISSION COMMITTEES CALENDAR

COMMERCIAL & RESIDENTIAL

TIMELINE: FILING DEADLINES & DISTRIBUTION DATES¹

MEETING DATES*: First Tuesday (usually)	COMMITTEE ONLY ITEMS - FILING DEADLINE: 18 days prior by 5 p.m.	PACKET/FEE DEADLINE: 11 days prior, by noon	DEPARTMENT REPORTS: Mailed 5 days prior
Thu, Jan 03	December 14	December 21	December 28
February 05	January 18	January 25	January 31
March 05	February 15	February 22	February 28
Thu, Mar 28	March 08	March 15	March 22
Thu, May 09	April 19	April 26	May 03
June 04	May 17	May 24	May 30
Thu, Jun 27	June 07	June 14	June 21
August 06	July 19	July 26	August 01
September 03	August 16	August 23	August 29
October 01	September 13	September 20	September 26
Thu, Nov 07	October 18	October 25	November 01
December 03	November 15	November 22	November 27
Jan 07, 2020	December 20	December 27	January 02

¹All scheduled dates are subject to change or cancellation.

Additional Notes:

* The Plan Commission and its Committees meet at 6 PM. The above Committee dates are those that follow the Plan Commission meeting dates displayed on the top chart.

** Technical Advisory Committee (TAC) meets the 3rd Wednesday of the month at 9 AM in the DOCS Conference Room. The above TAC meeting dates are those that must be attended to proceed to the Plan Commission meeting displayed at the left of each row.

City Council meets the 1st and 3rd Monday of each month at 6 PM.

Board of Public Works & Safety meets the 1st and 3rd Wednesday of each month at 10 AM.

For additional information, contact the Dept. of Community Services at (317) 571-2417 or view www.carmeldocs.com.

CARMEL PLAN COMMISSION PUBLIC NOTICE REQUIREMENTS

The Commission requires the Petitioner to notify by **first class mail (with Certificate of Mailing)** all persons deemed by State Statute and the Commission to be Interested Parties as defined in the Rules of Procedure. Notice of all Public Hearings shall be published* or sent not less than **21 days** prior to the Public Hearing date (not including the date of the hearing). Also, a **Notice of Public Hearing sign** shall be placed on the subject property by the Petitioner. The parties designated in the Rules of Procedure will be the persons designated by the Commission as the party responsible for causing the notice to be published. As per the Amendment of Article VII, Section 3, Plan Commission Rules of Procedure: petitioners must publish notice of public hearings (legal ads) in **The Current in Carmel**, for purposes of consideration. (**However**, where the premises that would be rezoned by an amendment to the zone maps is located within or adjacent to a non-Carmel postal ZIP code, Staff may (also) direct that the *Current in Westfield*, *the Current in Zionsville*, or *the Indianapolis Star* be deemed to be a locality newspaper that circulates within the City.

The info below shall be included in both the published legal notice & notice of interested parties:

- (a) Docket number and the substance of the matter to be heard
- (b) The legal description of the subject real estate OR Tax ID Parcel number(s)
- (c) General location of site by address, intersection or other identifiable geographic characteristic
- (d) Name of the person, agency or entity initiating the matter to be heard
- (e) A general description of the Petitioner's request of approval
- (f) Date, time and place of the Public Hearing
- (g) Statement that the petition may be examined at the Office of the Plan Commission (Carmel Dept. of Community Services)
- (h) Statement that any person may offer verbal comments at the Public Hearing or may file written comments prior to or at the hearing
- (i) Any other information that may be required by law to be contained in such Public Notice

All meetings (unless otherwise noted) begin at 6:00 PM in the :

Council Chambers (or Caucus Rooms)
Carmel City Hall, 2nd Floor
One Civic Square, Carmel IN 46032

Written comments may be sent to:

Carmel Plan Commission
c/o Joe Shestak, Secretary
Carmel City Hall
One Civic Square
Carmel, IN 46032
Email :jshestak@carmel.in.gov

Files may be examined at:

Department of Community Services
Division of Planning & Zoning
Carmel City Hall, 3rd Floor
Carmel, IN 46032
phone: 317-571-2417

² Deadlines to the newspaper are 7 (or 2) days before this date, in order to be published on time. Please contact the specific newspaper (The Current and/or The Indianapolis Star) for their legal ad filing deadlines.