

TOWN OF CROSS ROADS SUBMITTAL SCHEDULE - 2023

Meeting dates subject to rescheduling. If a submission date falls on a holiday or weekend the next business date will be used. Dates marked with an asterisk (*) indicate date change due to holiday.

Plats, Zoning Applications and Other Applications Requiring Planning and Zoning Commission Action

Recommended Pre-Submittal Meeting	Formal Submittal Deadline	Town Comments Due to Applicant	Applicant's Resubmittal Deadline	Agenda Posted	Planning & Zoning Meeting	Town Council Meeting
No later than	by 2pm		by 2 pm	by noon	at 7pm	at 6pm
the week of:	On:	By:	On:	By:	On:	On:
11/28/22	12/05/22	12/19/22	12/23/22	12/28/22	01/03/23	01/17/23*
01/02/23	01/09/23*	01/23/23	01/27/23	02/01/23	02/07/23	02/21/23*
01/30/23	02/06/23	02/21/23	02/24/23	03/01/23	03/07/23	03/20/23
02/27/23	03/06/23	03/20/23	03/24/23	03/29/23	04/04/23	04/17/23
04/03/23	04/10/23*	04/24/23	04/28/23	05/03/23	05/09/23	05/15/23
05/01/23	05/08/23	05/22/23	05/26/23	05/31/23	06/06/23	06/19/23
05/30/23	06/05/23	06/20/23	06/23/23	06/29/23	07/05/23*	07/17/23
06/26/23	07/03/23	07/17/23	07/21/23	07/26/23	08/01/23	08/21/23
07/31/23	08/07/23	08/21/23	08/25/23	08/30/23	09/05/23	09/18/23
08/28/23	09/05/23*	09/18/23	09/22/23	09/27/23	10/03/23	10/16/23
10/02/23	10/09/23*	10/23/23	10/27/23	11/01/23	11/07/23	11/20/23
10/30/23	11/06/23	11/20/23	11/22/23*	11/29/23	12/05/23	12/18/23
11/27/23	12/04/23	12/18/23	12/20/23	12/27/23	01/02/24	01/15/24
01/01/24	01/08/24	01/22/24	01/26/24	01/31/24	02/06/24	02/19/24

** Staff **strongly** recommends scheduling a pre-submittal meeting to allow for time to review the application and determine if it is administratively complete prior to submitting on the formal submittal deadline.

*** Drainage reviews are necessary for all plat and site plan submissions. Drainage reviews take 10 business days for the initial review and each subsequent review. Staff cannot guarantee drainage reviews will follow the schedule outlined above. Applicants are strongly encouraged to submit drainage plans, along with a professional service fee deposit, for review prior to the submission of an official application.