Subject:

Revised Plan Review Schedule

Effective Date:

January 22, 2020

Notice

Development Coordination has always strived to provide an expeditious Plan Review, by improving our submittal process and continuously reviewing our processes for areas that can be updated; in doing this we revisited our Plan Review Schedule.

We realize many involved in the Plan Review Process are away during the Christmas Holiday and this time can become very chaotic. So to lessen the stress for all associated in the process, Development Coordination has made the decision to extend the Plan Review cycle scheduled during <u>Christmas week from a 31 day cycle to a 45 day cycle</u>. This change will take effect this year 2020 Christmas Holiday and continue into subsequent years. See below for explanation and examples.

The following deadlines will either remain the same or be adjusted:

Remain as Currently Posted:

- Submission Deadline
- Acceptance Determination

Adjusted:

- Plan Review Meeting
- Comments Sent
- Comments Review Meeting

Example using NCCO *note highlighted dates reflect effected:

Adjusted New Castle County Plan Review Schedule (2020)				
Submission Deadline	Acceptance Determination	Plan Review Meeting	Comments Sent	Comment Review Meeting
11/13/2020	11/23/2020	12/9/2020	12/14/2020	12/16/2020
11/27/2020	12/7/2020	1/6/2021	1/11/2021	1/13/2021
12/11/2020	12/21/2020	1/6/2021	1/11/2021	1/13/2021
12/25/2020	1/4/2021	1/20/2021	1/25/2021	1/27/2021

To view the dates affected, the revised Plan Review Schedule, can be found on our website.

If you have any questions, please feel free to contact the Development Coordination Section at 302.760.2266.