

Development Services Department, Application Deadlines: Fiscal Year 2025-2026

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 and Building Permits will not be issued without 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 1, 2025	June 12, 2025
August 5	July 17
September 2	August 14
October 7	September 18
November 4	October 16
December 2	November 12
January 6, 2026	December 18
February 3	January 15, 2026
March 3	February 12
April 7	March 19
May 5	April 16
June 2	May 14
July 7	June 18

**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 21, 2025	July 2
August 18	July 30
September 15	August 27
October 20	October 1
November 17	October 29
December 15	November 25
January 2026 -TBD	December- TBD
February 16	January 28, 2026
March 16	February 25
April 20	April 1
May 18	April 29
June 15	May 27
July 20	July 1

**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 2, 2025	June 13, 2025
August 6	July 18
September 3	August 15
October 1	September 12
November 5	October 17
December 3	November 14
January 7, 2026	December 19
February 4	January 16, 2026
March 4	February 13
April 1	March 13
May 6	April 17
June 3	May 15
July 1	June 12