



**2019**

**APPLICATION FILING DEADLINES AND HEARING DATES**

Douglas County Community Development Department  
1594 Esmeralda Avenue, Minden

**APPLICATION SUBMITTAL BY APPOINTMENT ONLY**

Please call (775) 782-9012 to schedule an appointment

Email: [planning@douglasnv.us](mailto:planning@douglasnv.us)

See Page 2 (reverse) for Key to Abbreviations and List of Footnotes \* Dates subject to change without notice

Application Submittal Deadline <sup>1,2</sup> before 12:00 p.m. unless noted below. By appointment only  (All Applications) →	Water Conveyance Advisory Committee (First Monday of the month at 4:00 p.m.) Community Development Dept. Room 306  (Review of Irrigation and Drainage Facilities)	Administrative Review Deadline  (Design Review)	Administrative Hearing Panel (AHP) (Second Thursday of the month at 2:00 p.m.) Community Development Dept. Room 306  (Tentative Parcel Maps)	Planning Commission Hearing (Second Tuesday of the month 1:00 p.m.) Historic County Courthouse  (SUP, VAR, ZMA, MPA <sup>2</sup> , TSM, TLDM, & PD)	Board of Commissioners Hearing (Valley/Lake) (Thursdays) Historic County Courthouse/ Transportation Center Lake Tahoe  (ZMA, MPA <sup>2</sup> , TSM, FLDM, PD, & Abnmt)
November 29, 2018	January 14, 2019	Jan 15, 2019	January 10, 2019	January 8, 2019	February 7/February 21, 2019
December 28, 2018	February 4	Feb 12	February 14	February 12	March 7/March 21
February 1	March 4	Mar 18	March 14	March 12	April 4/ April 18
March 1	April 1	Apr 12	April 11	April 9	May 2/ May 16
March 29	May 6	May 10	May 9	May 14	June 6/ June 20
April 26	June 3	Jun 10	June 11	June 11	July 4**/ July 18
May 31	July 1	Jul 15	July 11	July 9	August 1/ August 15
June 28	August 5	Aug 12	August 8	August 13	September 5/ September 19
August 2	September 3**	Sep 16	September 12	September 10	October 3/ October 17
August 30	October 7	Oct 14	October 10	October 8	November 7/ November 21
September 27	November 4	Nov 12	November 14	November 12	December 5 /December 19
November 1	December 2	Dec 18	December 12	December 10	January 2/January 17, 2020
November 22, 2019	January 6, 2020	Jan 10, 2020	January 9, 2020	January 14, 2020	February 6/February 20, 2020
<b>Master Plan Map Amendments <sup>2</sup></b>					
June 5	N/A	N/A	N/A	September 10, 2019	October 3/ October 17
December 4	N/A	N/A	N/A	March 10, 2020	April 2/April 16, 2020

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## APPLICATION FILING DEADLINES AND HEARING DATES

### APPLICATION SUBMITTAL BY APPOINTMENT ONLY

Please call (775) 782-9012 to schedule an appointment.  
Appointments must be made at least 24 hours in advance.

Counter Hours (Room 202): M-Th 8am to 3pm  
Friday 8am to 12pm

Email: [planning@douglasnv.us](mailto:planning@douglasnv.us)

#### Key to Abbreviations:

**SUP** = Special Use Permit; **VAR** = Variance; **ZMA** = Zoning Map Amendment; **MPA** = Master Plan Amendment; **TSM** = Tentative Subdivision Map; **TLDM** = Tentative Map for Division of Land into Large Parcels; **FLDM** = Final Map for Division of Land into Large Parcels; **Abnmt** = Road or Easement Abandonment.

#### List of Footnotes:

1. All applications submitted between listed application submittal deadline dates are deemed to be submitted on the next applicable submittal deadline date.
  2. June 5<sup>th</sup> and December 4<sup>th</sup> are the application submittal deadlines for Master Plan Map Amendments only. Master Plan Text Amendments may be submitted anytime.
- \*\* This date falls on a Holiday and is subject to change

Special Use Permit and Variance applications must be heard by the Planning commission within 65 days of a complete application.  
Major Design Review applications must be processed within 30 working days of a complete application.  
Tentative Subdivision Maps must be processed within 60 days.

#### Pre-Application Meetings:

Pre-Application meetings are optional, but recommended prior to formal submittal. In order to schedule a Pre-Application meeting, please fill out a Pre-Application Form and submit it to the Community Development Department. Meetings are held the First and Third Wednesday of the month between the hours of 9am to 3pm.

**Note:** The above dates are contingent upon the applicant submitting a complete application package. The scheduling of public hearings may also be affected by the timing of advisory board meetings such as the town boards and Water Conveyance Advisory Committee.

