

2025 PLANNING BOARD MEETING SCHEDULE

160 Charles Colman Blvd

Town Hall, Meeting Room at 7:00 PM

JANUARY:

Minor Project Application Due December 16, 2024
Major Project Application Due December 10, 2024
Meeting Date January 06, 2025

Minor Project Application Due December 30, 2024
Major Project Application Due December 24, 2024
Meeting Date January 21, 2025 (Tuesday)

MARCH:

Minor Project Application Due February 10, 2025
Major Project Application Due February 03, 2025
Meeting Date March 03, 2025

Minor Project Application Due February 24, 2025
Major Project Application Due February 18, 2025
Meeting Date March 17, 2025

MAY:

Minor Project Application Due April 14, 2025
Major Project Application Due April 07, 2025
Meeting Date May 05, 2025

Minor Project Application Due April 28, 2025
Major Project Application Due April 21, 2025
Meeting Date May 19, 2025

JULY:

Minor Project Application Due June 16, 2025
Major Project Application Due June 09, 2025
Meeting Date July 07, 2025

Minor Project Application Due June 30, 2025
Major Project Application Due June 23, 2025
Meeting Date July 21, 2025

SEPTEMBER:

Minor Project Application Due August 11, 2025
Major Project Application Due August 04, 2025
Meeting Date September 02, 2025 (Tuesday)

Minor Project Application Due August 25/2025
Major Project Application Due August 18, 2025
Meeting Date September 15, 2025

FEBRUARY:

Minor Project Application Due January 13, 2024
Major Project Application Due January 06, 2024
Meeting Date February 03, 2025

Minor Project Application Due January 27, 2025
Major Projects Application Due January 20 2025
Meeting Date February 18, 2025 (Tuesday)

APRIL:

Minor Project Application Due March 17, 2025
Major Project Application Due March 10, 2025
Meeting Date April 07, 2025

Minor Project Application Due March 31, 2025
Major Project Application Due March 24, 2025
Meeting Date April 21, 2025

JUNE:

Minor Projects Application Due May 12, 2025
Major Project Application Due May 05, 2025
Meeting Date June 02, 2025

Minor Project Application Due May 28, 2025
Major Project Application Due May 19, 2025
Meeting Date June 16, 2025

AUGUST:

Minor Projects Application Due July 14, 2025
Major Project Application Due July 07, 2025
Meeting Date August 04, 2025

Minor Project Application Due July 28, 2025
Major Project Application Due July 21, 2025
Meeting Date August 25, 2025

OCTOBER:

Minor Project Application Due September 15, 2025
Major Project Application Due September 08, 2025
Meeting Date October 06, 2025

Minor Project Application Due September 29, 2025
Major Project Application Due September 22, 2025
Meeting Date October 20, 2025

NOVEMBER:

Minor Project Application Due October 13, 2025
Major Project Application Due October 06, 2025
Meeting Date November 03, 2025

Minor Project Application Due October 27, 2025
Major Project Application Due October 20, 2025
Meeting Date November 17, 2025

DECEMBER:

Minor Project Application Due November 10, 2025
Major Project Application Due November 03, 2025
Meeting Date December 01, 2025

Minor Project Application Due November 24, 2025
Major Project Application Due November 17, 2025
Meeting Date December 15, 2025

APPLICATION MUST BE RECEIVED BY NOON ON THE DUE DATE.

[] = Normal Monday meeting moved to date shown due to Holiday schedule.

- The Planning Board has two (2) submittal deadlines for Minor and Major development projects. All Documents and Materials for a minor development project must be submitted 21 days prior to a scheduled Planning Board Meeting in order for an applicant to be placed on the agenda. For Major development projects the material must be submitted 28 days prior to a scheduled Planning Board Meeting for an applicant to be placed on the agenda.
- Minor Projects (i.e. Lot Line Adjustment, Environmental Permits, signage etc.) Three weeks prior to the requested Board meeting. The applicant is to submit the completed forms (application, SEQRA, fees) to the Planning Board secretary by noontime of the submission deadline date. The Planning Board secretary will forward the project material/packages to the Engineer.
- Major Projects: (i.e. large subdivision, site plans or a combination.) Four weeks prior to requested Board meeting dates, the applicant is to submit the completed forms (application, SEQRA, forms etc.) to the Planning Board, secretary by noontime of the submission deadline date. The Planning Board secretary will then forward the packages/materials to the Engineers.
- It is the Board's intent to ensure that all involved have sufficient time to do a thorough review and make for a smoother process.
- At the Planning Board's Chairman discretion an applicant may be removed from the agenda if material submitted is not complete.
- At the Planning Board's Chairman discretion an applicant may be removed from the agenda if application and/or escrow/replenishment fees are not paid.
- The meeting schedule is subject to change by the Planning Board
- The Boards policy is all site plan renewals must be inspected by the Code Enforcement Officer, prior to granting of an renewal.
- Planning Board policy on Site Plan time extension:
 - 1, The applicant must appear in person.
 - 2, There is a two (2) month grace period.
 - 3, Based on extenuating circumstances the Board can deviate from the policy.