

Attachment 6

University Investment, LLC’s & Grande Oaks II, LLC Annexation & Zoning Map Amendment

Application Meeting Sequence

Meeting	Date	Task Description/ Application(s) for Review	Action(s)
Pre-Application Meeting	Fall 2022	Annexation Petition	Review of Application Requirements and Timeline
		Zoning Map Amendment	
Application Re-submittal Meeting	November 1, 2022	Annexation Petition	Submittal of Revised Annexation Petition
Town Council “Intent to Annex”, Acceptance of Petition & Referral to Negotiating Committee	February 14, 2023 5:00 p.m.	Annexation Petition	Town Council acceptance of petition by majority vote if they desire to move forward with the request & referral to the Negotiating Committee if deemed necessary
Revised Application Re-Submittal	TBD	Zoning Map Amendment	Submittal of Revised Application Packages
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Negotiating Committee	TBD (Winter/Spring 2023)	Annexation Petition	Consideration and recommendation to Planning Commission and Town Council
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Negotiating Committee	TBD (Late Spring 2023, If Needed)	Annexation Petition	Consideration and recommendation to Planning Commission and Town Council
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Submittal of Revisions for Planning Commission Workshop Packet	TBD	Annexation Petition	Resubmittal of Applications with Revised Materials
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Planning Commission Workshop	April/May 6:00 p.m.	Annexation Petition	Discussion and Comments for Consideration.
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Public Hearing Notice 30 days Prior to Public Hearing	TBD	Annexation Petition <span>☐</span> <span>☐</span> <span>☐</span>	Mail letters notifying adjacent property owners within 500’ radius of pending applications and upcoming rescheduled Planning Commission Public Hearing <span>☐</span>  Post the property <span>☐</span>  Newspaper Notification <span>☐</span>
		Zoning Map Amendment <span>☐</span> <span>☐</span> <span>☐</span>	
		Buckwalter Development Agreement Amendment <span>☐</span>	
		Buckwalter Concept Plan Amendment <span>☐</span>	
Submittal of Revisions for Planning Commission Public Hearing Packet	TBD	Annexation Petition	Any revisions to plans will need to be resubmitted by this date to provide adequate time for staff to review and comment.
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Planning Commission Public Hearing & Recommendation to Town Council	May/June 6:00 p.m.	Annexation Petition <span>⚠</span>	Public Hearing and Recommendation to Town Council  Public Hearing Cases <span>⚠</span>
		Zoning Map Amendment <span>⚠</span>	
		Buckwalter Development Agreement Amendment <span>⚠</span>	
		Buckwalter Concept Plan Amendment <span>⚠</span>	
Submittal of Revisions for Town Council 1 <sup>st</sup> Readings Packet	TBD	Annexation Petition	Any revisions to plans will need to be resubmitted by this date to provide adequate time for staff to review and comment.
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Town Council Ordinance 1 <sup>st</sup> Readings	July/August/September 5:00 p.m.	Annexation Petition	Ordinance 1 <sup>st</sup> Readings
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
	TBD	Annexation Petition <span>☐</span> <span>☐</span> <span>☐</span>	Letters notifying adjacent property owners within 500’ radius of pending applications
		Zoning Map Amendment <span>☐</span> <span>☐</span> <span>☐</span>	

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Zoning Map Amendment

Application Meeting Sequence

Meeting	Date	Task Description/ Application(s) for Review	Action(s)
Public Hearing Notice 30 days Prior to Town Council Public Hearing		Buckwalter Development Agreement Amendment □	and upcoming Town Council Public Hearing □
		Buckwalter Concept Plan Amendment □	Post the property □  Newspaper Notification □
Submittal of Revisions for Town Council Public Hearing and 2 <sup>nd</sup> & Final Reading Packet	TBD	Annexation Petition	Any revisions to plans will need to be resubmitted by this date to provide adequate time for staff to review and comment.
		Zoning Map Amendment	
		Buckwalter Development Agreement Amendment	
		Buckwalter Concept Plan Amendment	
Town Council Public Hearing & Ordinance 2 <sup>nd</sup> and Final Readings	August/September/October TBD 5:00 p.m.	Annexation Petition ▲	Public Hearing and Ordinance 2 <sup>nd</sup> and Final Readings
		Zoning Map Amendment ▲	
		Buckwalter Development Agreement Amendment ▲	Public Hearing Cases ▲
		Buckwalter Concept Plan Amendment ▲	