

100 E Division St (Updated 2-21-25)
Zoning Map Amendment, PD Overlay Zoning, CUP, CSM, & Street Discontinuance Schedule

Date	Zoning Map Amendment	Date	PD Overlay Map Amendment	Date	CUP		CSM Approval		Street Discontinuance
								Feb 19	Application Submitted to City
									• City Tasks: Review Street Discontinuance
Mar 10	Application Submitted to City	Mar 10	Application Submitted to City	Mar 10	Application Submitted to City	Mar 10	Application Submitted to City	Mar 10	Plan Commission Meeting: <ul style="list-style-type: none">Review of initial resolution declaring Discontinuance of Public Way for Public Purposes \$66.1003(4)(a) (reason - Redevelopment of Property) Recommend to Common Council
	City Tasks: <ul style="list-style-type: none">Draft Amendments (<i>text and maps</i>)Draft Public Hearing Notice		City Tasks: <ul style="list-style-type: none">Draft Amendments (<i>text and maps</i>)Draft Public Hearing Notice		City Tasks: <ul style="list-style-type: none">Draft Public Hearing Notice		City Tasks: <ul style="list-style-type: none">Review CSM		
								Mar 18	Common Council Meeting <ul style="list-style-type: none">Approve initial resolution declaring intent to Discontinue a Public Way for Public Purposes. Resolution retains all existing easements.
								Mar 19	<ul style="list-style-type: none">Submit the Notice of Public Hearing to the local paper indicating the date of the Public Hearing (<i>Class 3</i>).Submit copy of resolution to WDOT Secretary Draft Resolution Declaring Discontinuance of Public Way and forward to City Attorney for review.
Mar 24	Site Plan Review Committee Meeting Plan Commission Meeting <ul style="list-style-type: none">Initial Review of Site Plan and Scheduling of Common Council Public Hearing for Rezoning.	Mar 24	Site Plan Review Committee Meeting Plan Commission Meeting <ul style="list-style-type: none">Initial Review of Site Plan and Scheduling of Common Council Public Hearing for PD Overlay Rezoning. Combined GPD/PIP.						
Mar 25	<ul style="list-style-type: none">Submit the Notice of Public Hearing (<i>at Common Council</i>) to the local paper indicating the date of the Public Hearing for the Rezoning	Mar 25	<ul style="list-style-type: none">Submit the Notice of Public Hearing (<i>at Common Council</i>) to the local paper indicating the date of the Public Hearing for the PD Overlay Rezoning	Mar 25	<ul style="list-style-type: none">Submit the Notice of Public Hearing to the local paper indicating the date of the Public Hearing for the Conditional Use Permit			Mar 25	<ul style="list-style-type: none">First Publication of Notice of Public Hearing (<i>Class 3</i>)

Apr 1	<ul style="list-style-type: none"> First Publication of Notice of Public Hearing for Zoning Map Amendment <i>(Class 2)</i> 	Apr 1	<ul style="list-style-type: none"> First Publication of Notice of Public Hearing for PD Overlay Zoning Map Amendment <i>(Class 2)</i> 	Apr 1	<ul style="list-style-type: none"> First Publication of Notice of Public Hearing for Conditional Use Permit <i>(Class 2)</i> 			Apr 1	Second Publication of Notice of Public Hearing <i>(Class 3)</i>
Apr 8	<ul style="list-style-type: none"> Second Publication of Notice of Public Hearing for Zoning Map Amendment <i>(Class 2)</i> 	Apr 8	<ul style="list-style-type: none"> Second Publication of Notice of Public Hearing for PD Overlay Zoning Map Amendment <i>(Class 2)</i> 	Apr 8	<ul style="list-style-type: none"> Second Publication of Notice of Public Hearing for Conditional Use Permit <i>(Class 2)</i> 			Apr 8	<ul style="list-style-type: none"> Third Publication of Notice of Public Hearing <i>(Class 3)</i>
Apr 15	Common Council Meeting: <ul style="list-style-type: none"> Public Hearing on Zoning Map Amendments Common Council sends Public Hearing comments back to Plan Commission 	Apr 15	Common Council Meeting: <ul style="list-style-type: none"> Public Hearing on PD Overlay Zoning Map Amendments Common Council sends Public Hearing comments back to Plan Commission 					Apr 15	Common Council Meeting: <ul style="list-style-type: none"> Public Hearing on Discontinuance of Public Way (40 days after initial Resolution) Adoption of Resolution Declaring Discontinuance of Public Way
Apr 28	Plan Commission Meeting: Recommendation of Rezoning to Common Council	Apr 28	Plan Commission Meeting: Recommendation of PD Overlay Rezoning to Common Council. Combined GPD/PIP.	Apr 28	Plan Commission Meeting: <ul style="list-style-type: none"> Public Hearing on CUP Approval of Conditional Use Permit on condition of Rezoning and PD approval by Common Council. 	Apr 28	Plan Commission Meeting: <ul style="list-style-type: none"> Approval of CSM on condition of Rezoning and PD approval by Common Council. 		
May 6	Common Council Meeting: Common Council 1 st reading of Zoning Map Amendments Ordinance	May 6	Common Council Meeting: Common Council 1 st reading of PD Overlay Zoning Map Amendments Ordinance						
May 20	Common Council 2 nd reading of Zoning Map Amendments Ordinance and approval of Zoning Map Amendments	May 20	Common Council 2 nd reading of PD Overlay Zoning Map Amendments Ordinance and approval of PD Overlay Zoning Map Amendments						

WATERTOWN
Regular Plan Commission Meeting: Second Mondays
Regular Common Council Meetings: First and Third Tuesdays
Newspaper: Published daily; Legal notices due 3 days prior to publishing