

**Cumberland County Civic Center
Proposed Permitting and Approval Schedule
Revised: 04.30.12**

| Proposed activity | Proposed Completion date | PLANNING COMMENTS | Actual Completion Date/Progress |
|--|----------------------------------|---|--|
| Submit Preliminary Site Plan application & proposed easements to the City of Portland | Friday, May 4 th 2012 | ASAP. To allow for adequate review time. No later than Friday May 4th, 2012 | |
| Neighborhood Meeting | Wednesday, May 16, 2012 | OK | |
| Planning Board Workshop | Tuesday, May 22, 2012 | Tuesday, May 29th, 2012 | |
| Submit Final Site Plan application to the City of Portland | Friday, June 1, 2012 | Thursday, June 7th, 2012 | |
| Planning Board Meeting/Public Hearing – Final Site Plan Approval, easement recommendation to Council | June 26, 2012 | Tuesday, July 10th, 2012 | |
| City Council Meeting #1 - proposed easements (first reading) | July 2, 2012 | OK | |
| City Council Meeting #2 - proposed easements (voting) | Monday, July 16, 2012 | OK | |
| Start Construction | Monday, July 30, 2012 | OK | |

Planning Board meets on the 2nd & 4th Tuesday
City Council meets on the 1st & 3rd Monday

**Level III – Preliminary and Final Site Plans
Development Review**

1. Pre-application Conference (optional)
2. Submit Preliminary Plan (optional)
 - a. Submit to Planning Authority (PA)
 - b. Public notices sent by PA
 - c. Completeness review by PA and Zoning Administrator (ZA)
 - d. City staff review
 - e. Written comments to applicant
3. Neighborhood Meeting (within 30 days following submission of Preliminary Plan or within 21 days following submission of Final Plan if Preliminary Plan not submitted)
4. Planning Board Workshop (optional)
5. Submit Final Plan (Phased)
 - a. Submit to Planning Board (through PA)
 - b. Public notices sent by PA
 - c. Completeness review by PA and Zoning Administrator (ZA)
 - d. City staff review, recommendation to the Planning Board
6. Planning Board Review/Public Hearing