

**CECIL COUNTY OFFICE OF PLANNING AND ZONING**  
**MAJOR SUBDIVISION DEVELOPMENT REVIEW SUBMITTAL SCHEDULE**  
**(*Concept, Preliminary, Preliminary-Final, and Final Plats*)**

Technical Advisory Committee (TAC)

The TAC meets the 1<sup>st</sup> Wednesday of each month at 9:00 a.m. to review Concept, Preliminary, and Preliminary-Final Plats.

The deadline to submit plats for TAC review is Wednesday at 4:30 p.m., two weeks prior to the TAC meeting. If the scheduled TAC meeting date falls on a public holiday, then the submittal deadline remains Wednesday at 4:30 p.m., two weeks prior to the regular TAC meeting date, had the public holiday not fallen on that date.

The following submittals are required:

- 1) 19 copies of plats, 20 copies are required if any part of the project is in the Critical Area.
- 2) If a Traffic Impact Study (TIS) is required, it is the responsibility of the applicant to ensure copies are distributed not less than forty-five (45) days prior to the TAC review date, as follows:

Cecil County Department of Public Works	2 copies
Cecil County Office of Planning & Zoning	2 copies
Maryland State Highway Administration	5 copies
- 3) When required, 11 copies of environmental assessment must be submitted.

The fee(s) associated with submitting to TAC are contained in Appendix A of the Subdivision Regulations. Fees are charged every time an item is submitted to TAC for review.

Planning Commission

The Planning Commission meets the 3<sup>rd</sup> Monday of each month at either 10:00 a.m. or 12 noon (depending on the length of the agenda).

The deadline to submit plats for Planning Commission review is the 3<sup>rd</sup> Thursday of the previous month at 4:30 p.m.

The following submittals are required:

- 1) 16 copies of plats, 17 copies are required if any part of the project is in the Critical Area.
- 2) 16 copies of Traffic Impact Studies (if required)
- 3) 16 copies of environmental assessment (if required)

The fee(s) associated with submitting to the Planning Commission are contained in Appendix A of the Subdivision Regulations. Fees are charged every time an item is submitted to the Planning Commission for review. This applies to previously submitted plats that are disapproved or withdrawn, and submittal fees are only waived for previously submitted plats that are tabled by the Planning Commission.