



12803 S. Wacousta Rd., Grand Ledge, MI 48837

517-626-6593

517-626-6405 (Fax)

www.watertownmi.gov

APPLICATION DEADLINES

Many development applications require a statutory public hearing, with notice provided, and other applications require input from local regulatory agencies and utility providers.

Statute requires public hearing notices be published in a newspaper of general circulation at least 15 days prior to the scheduled public hearing, and the notice must be drafted and provided approximately one week prior to the actual publication. Individual notices may also be required to be mailed to nearby property owners. Due to delays in the postal system and these timing requirements, the following deadlines apply:

PLANNING COMMISSION

Applications for site plan review, special land use permits, planned unit developments, preliminary and final plats, division of platted lots, and rezoning requests must be received by the deadlines below for consideration on the Planning Commission's regular meeting agenda.

Meeting Date	Deadline	Meeting Date	Deadline
January 10, 2024	December 11, 2023	July 10, 2024	June 10, 2024
February 7, 2024	January 8, 2024	August 7, 2024	July 8, 2024
March 6, 2024	February 5, 2024	September 4, 2024	August 5, 2024
April 3, 2024	March 4, 2024	October 2, 2024	September 2, 2024
May 1, 2024	April 1, 2024	November 13, 2024	October 14, 2024
June 5, 2024	May 6, 2024	December 4, 2024	November 4, 2024

ZONING BOARD OF APPEALS

Applications for variances, expansion/alteration/re-establishment of non-conforming uses, appeals of administrative or Planning Commission decisions, zoning map interpretations, parking determinations for non-listed uses, classification of land uses not mentioned in the zoning ordinance, or review of parcels unable to be put to a reasonable economic use in the district in which they are located must be received by the deadlines below for consideration on the Zoning Board of Appeal's regular meeting agenda.

Meeting Date	Deadline	Meeting Date	Deadline
January 17, 2024	December 18, 2023	July 17, 2024	June 17, 2024
February 14, 2024	January 15, 2024	August 14, 2024	July 15, 2024
March 13, 2024	February 12, 2024	September 11, 2024	August 12, 2024
April 10, 2024	March 11, 2024	October 9, 2024	September 9, 2024
May 8, 2024	April 8, 2024	November 20, 2024	October 21, 2024
June 12, 2024	May 13, 2024	December 11, 2024	November 11, 2024