

## 2021 Jenks Planning Meetings Schedule

### NOTE ON FILING APPLICATIONS:

1. File applications online at <http://jenks.com/FormCenter/Planning-Department-11/PLANNING-APPLICATIONS-63>
2. **3:00 p.m. is the deadline** for applications to be RECEIVED and PAID
3. Applications received or paid for after **3:00 p.m.** on cutoff dates will be placed on next process cycle.
4. Application must include electronic copy in MS Word or plain text file of Legal Description of subject property, and at a minimum, a site plan illustration showing the nature of the request, surrounding streets, setbacks, building footprint, other structures, parking, circulation, and access. **Payment details will be emailed after application is received. Application is not scheduled until fees are paid.**
5. Incomplete applications will be returned to applicant noting missing information and will be placed on the schedule according to when complete application is received.

**NOTE: A pre-application conference, scheduled with the Planning Assistant at (918) 299-5883, is recommended prior to finalizing applications.**

PLANNING COMMISSION				BOARD OF ADJUSTMENT	
<ul style="list-style-type: none"> <li>• Appearance Review Districts: <b>Appearance Review Committee (ARC) &amp; Planning Commission (PC)</b></li> <li>• Rezoning, Planned Unit Development (PUD), Specific Use Permit (SUP): <b>PC and City Council (CC)</b>,</li> <li>• Temporary Use Permit (TUP) – Intensive: <b>PC and CC</b></li> <li>• Temporary Use Permit (TUP) – Non-Intensive: <b>Planning and Engineering Director Review Only</b></li> <li>• Right-of-Way and Easement Closures (ROW/UEC): <b>TAC, PC, CC</b></li> <li>• Lot Splits, Lot Combinations, Preliminary and Final Subdivision Plats: <b>TAC, PC, CC</b></li> </ul>				<ul style="list-style-type: none"> <li>• Variances</li> <li>• Special Exceptions,</li> <li>• Appeals from Decisions of Administrative Officials</li> <li>• Interpretations of the Zoning Code in conjunction with an Appeal</li> <li>• Board of Adjustment has final jurisdiction</li> </ul>	
APPLICATION FILING CUTOFF	TAC AND ARC (as Needed)	PLANNING COMMISSION	CITY COUNCIL	APPLICATION FILING CUTOFF	BOARD OF ADJUSTMENT
12/08/20 Cutoff	12/22/20 TAC/ARC	01/07 PC	01/19 CC	12/22/20 Cutoff	01/14 BOA
01/04 Cutoff	01/12 TAC/ARC	02/04 PC	02/16 CC	01/14 Cutoff	02/11 BOA
02/01 Cutoff	02/09 TAC/ARC	03/04 PC	03/16 CC	02/11 Cutoff	03/11 BOA
03/01 Cutoff	03/09 TAC/ARC	04/08 PC	04/20 CC	03/11 Cutoff	04/15 BOA
04/05 Cutoff	04/13 TAC/ARC	05/06 PC	05/18 CC	04/15 Cutoff	05/13 BOA
05/03 Cutoff	05/11 TAC/ARC	06/03 PC	06/15 CC	05/13 Cutoff	06/10 BOA
06/07 Cutoff	06/08 TAC/ARC	07/08 PC	07/20 CC	06/10 Cutoff	07/15 BOA
07/06 Cutoff	07/13 TAC/ARC	08/05 PC	08/17 CC	07/15 Cutoff	08/12 BOA
08/02 Cutoff	08/10 TAC/ARC	09/09 PC	09/21 CC	08/12 Cutoff	09/16 BOA
09/07 Cutoff	09/14 TAC/ARC	10/07 PC	10/19 CC	09/16 Cutoff	10/14 BOA
10/04 Cutoff	10/12 TAC/ARC	11/04 PC	11/16 CC	10/14 Cutoff	11/18 BOA
11/01 Cutoff	11/09 TAC/ARC	12/09 PC	12/21 CC	11/18 Cutoff	12/16 BOA
12/06 Cutoff	12/14 TAC/ARC	01/06/21 PC	01/18/21 CC	12/16 Cutoff	01/13/22 BOA