



City of Cheyenne
Planning and Development Department
 2101 O'Neil Avenue, Room 202
 Cheyenne, WY 82001
 (307) 637-6282

Schedule 5 (1st Quarter - Jan.-Mar. 2020): Administrative Review (Site Plan Review, Engineering Plan Review, Administrative Plat, Child Care, Administrative Uses, etc.) Review Schedule*

Applications are accepted by appointment only, please call 307-637-6282 to schedule Planning and Development submittals and 307-637-6268 for Engineering Plan Review submittals
 Applications are considered "submitted" on the "Submittal Date"

First Submittal	
Submittal Date (By Appointment Only)	First Review (21-days)
2-Jan-20	23-Jan-20
9-Jan-20	30-Jan-20
16-Jan-20	6-Feb-20
23-Jan-20	13-Feb-20
30-Jan-20	20-Feb-20
6-Feb-20	27-Feb-20
13-Feb-20	5-Mar-20
20-Feb-20	12-Mar-20
27-Feb-20	19-Mar-20
5-Mar-20	26-Mar-20
12-Mar-20	2-Apr-20
19-Mar-20	9-Apr-20
26-Mar-20	16-Apr-20

Upon satisfactory review by staff and applicable outside agencies, an approval document will be issued within one-week. Additional reviews may be required if issues are identified during the review period that need correction or application modification.

Second Submittal	
Resubmittal Date (If necessary)	Second Review (14-days)
2-Jan-20	16-Jan-20
9-Jan-20	23-Jan-20
16-Jan-20	30-Jan-20
23-Jan-20	6-Feb-20
30-Jan-20	13-Feb-20
6-Feb-20	20-Feb-20
13-Feb-20	27-Feb-20
20-Feb-20	5-Mar-20
27-Feb-20	12-Mar-20
5-Mar-20	19-Mar-20
12-Mar-20	26-Mar-20
19-Mar-20	2-Apr-20
26-Mar-20	9-Apr-20

Upon satisfactory review by staff and applicable outside agencies, an approval document will be issued within one-week. Additional reviews may be required if issues are identified during the review period that need correction or application modification.

Third/Subsequent Review	
Resubmittal Date (If necessary)	Third/Additional Reviews (7-days)
2-Jan-20	9-Jan-20
9-Jan-20	16-Jan-20
16-Jan-20	23-Jan-20
23-Jan-20	30-Jan-20
30-Jan-20	6-Feb-20
6-Feb-20	13-Feb-20
13-Feb-20	20-Feb-20
20-Feb-20	27-Feb-20
27-Feb-20	5-Mar-20
5-Mar-20	12-Mar-20
12-Mar-20	19-Mar-20
19-Mar-20	26-Mar-20
26-Mar-20	2-Apr-20

- * Concurrent applications may result in alternative review schedules.
- * If revisions to the project are requested or if it is determined that additional information is required, at staff's discretion, the application may repeat the "Staff and Outside Agency Review" period.
- * Please contact staff to determine any possible changes near holidays.
- * This schedule is subject to revision; please check with staff.



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Schedule 5 (2nd Quarter - Apr.-Jun. 2020): Administrative Review (Site Plan Review, Engineering Plan Review, Administrative Plat, Child Care, Administrative Uses, etc.) Review Schedule*

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 Applications are considered "submitted" on the "Submittal Date"

First Submittal	
Submittal Date (By Appointment Only)	First Review (21-days)
2-Apr-20	23-Apr-20
9-Apr-20	30-Apr-20
16-Apr-20	7-May-20
23-Apr-20	14-May-20
30-Apr-20	21-May-20
7-May-20	28-May-20
14-May-20	4-Jun-20
21-May-20	11-Jun-20
28-May-20	18-Jun-20
4-Jun-20	25-Jun-20
11-Jun-20	2-Jul-20
18-Jun-20	9-Jul-20
25-Jun-20	16-Jul-20

Upon satisfactory review by staff and applicable outside agencies, an approval document will be issued within one-week. Additional reviews may be required if issues are identified during the review period that need correction or application modification.

Second Submittal	
Resubmittal Date (If necessary)	Second Review (14-days)
2-Apr-20	16-Apr-20
9-Apr-20	23-Apr-20
16-Apr-20	30-Apr-20
23-Apr-20	7-May-20
30-Apr-20	14-May-20
7-May-20	21-May-20
14-May-20	28-May-20
21-May-20	4-Jun-20
28-May-20	11-Jun-20
4-Jun-20	18-Jun-20
11-Jun-20	25-Jun-20
18-Jun-20	2-Jul-20
25-Jun-20	9-Jul-20

Upon satisfactory review by staff and applicable outside agencies, an approval document will be issued within one-week. Additional reviews may be required if issues are identified during the review period that need correction or application modification.

Third/Subsequent Review	
Resubmittal Date (If necessary)	Third/Additional Reviews (7-days)
2-Apr-20	9-Apr-20
9-Apr-20	16-Apr-20
16-Apr-20	23-Apr-20
23-Apr-20	30-Apr-20
30-Apr-20	7-May-20
7-May-20	14-May-20
14-May-20	21-May-20
21-May-20	28-May-20
28-May-20	4-Jun-20
4-Jun-20	11-Jun-20
11-Jun-20	18-Jun-20
18-Jun-20	25-Jun-20
25-Jun-20	2-Jul-20

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Schedule 5 (3rd Quarter - Jul.-Sept. 2020): Administrative Review (Site Plan Review, Engineering Plan Review, Administrative Plat, Child Care, Administrative Uses, etc.) Review Schedule*

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 Applications are considered "submitted" on the "Submittal Date"

First Submittal	
Submittal Date (By Appointment Only)	First Review (21-days)
2-Jul-20	23-Jul-20
9-Jul-20	30-Jul-20
16-Jul-20	6-Aug-20
23-Jul-20	13-Aug-20
30-Jul-20	20-Aug-20
6-Aug-20	27-Aug-20
13-Aug-20	3-Sep-20
20-Aug-20	10-Sep-20
27-Aug-20	17-Sep-20
3-Sep-20	24-Sep-20
10-Sep-20	1-Oct-20
17-Sep-20	8-Oct-20
24-Sep-20	15-Oct-20

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Second Submittal	
Resubmittal Date (If necessary)	Second Review (14-days)
2-Jul-20	16-Jul-20
9-Jul-20	23-Jul-20
16-Jul-20	30-Jul-20
23-Jul-20	6-Aug-20
30-Jul-20	13-Aug-20
6-Aug-20	20-Aug-20
13-Aug-20	27-Aug-20
20-Aug-20	3-Sep-20
27-Aug-20	10-Sep-20
3-Sep-20	17-Sep-20
10-Sep-20	24-Sep-20
17-Sep-20	1-Oct-20
24-Sep-20	8-Oct-20

Upon satisfactory review by staff and applicable outside agencies, an approval document will be issued within one-week. Additional reviews may be required if issues are identified during the review period that need correction or application modification.

Third/Subsequent Review	
Resubmittal Date (If necessary)	Third/Additional Reviews (7-days)
2-Jul-20	9-Jul-20
9-Jul-20	16-Jul-20
16-Jul-20	23-Jul-20
23-Jul-20	30-Jul-20
30-Jul-20	6-Aug-20
6-Aug-20	13-Aug-20
13-Aug-20	20-Aug-20
20-Aug-20	27-Aug-20
27-Aug-20	3-Sep-20
3-Sep-20	10-Sep-20
10-Sep-20	17-Sep-20
17-Sep-20	24-Sep-20
24-Sep-20	1-Oct-20

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Schedule 5 (4th Quarter - Oct.-Dec. 2020): Administrative Review (Site Plan Review, Engineering Plan Review, Administrative Plat, Child Care, Administrative Uses, etc.) Review Schedule*

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 Applications are considered "submitted" on the "Submittal Date"

First Submittal	
Submittal Date (By Appointment Only)	First Review (21-days)
1-Oct-20	22-Oct-20
8-Oct-20	29-Oct-20
15-Oct-20	5-Nov-20
22-Oct-20	12-Nov-20
29-Oct-20	19-Nov-20
5-Nov-20	26-Nov-20
12-Nov-20	3-Dec-20
19-Nov-20	10-Dec-20
26-Nov-20	17-Dec-20
3-Dec-20	24-Dec-20
10-Dec-20	31-Dec-20
17-Dec-20	7-Jan-21
24-Dec-20	14-Jan-21
31-Dec-20	21-Jan-21
7-Jan-21	28-Jan-21
14-Jan-21	4-Feb-21
21-Jan-21	11-Feb-21

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Second Submittal	
Resubmittal Date (If necessary)	Second Review (14-days)
1-Oct-20	15-Oct-20
8-Oct-20	22-Oct-20
15-Oct-20	29-Oct-20
22-Oct-20	5-Nov-20
29-Oct-20	12-Nov-20
5-Nov-20	19-Nov-20
12-Nov-20	26-Nov-20
19-Nov-20	3-Dec-20
26-Nov-20	10-Dec-20
3-Dec-20	17-Dec-20
10-Dec-20	24-Dec-20
17-Dec-20	31-Dec-20
24-Dec-20	7-Jan-21
31-Dec-20	14-Jan-21
7-Jan-21	21-Jan-21
14-Jan-21	28-Jan-21
21-Jan-21	4-Feb-21

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Third/Subsequent Review	
Resubmittal Date (If necessary)	Third/Additional Reviews (7-days)
1-Oct-20	8-Oct-20
8-Oct-20	15-Oct-20
15-Oct-20	22-Oct-20
22-Oct-20	29-Oct-20
29-Oct-20	5-Nov-20
5-Nov-20	12-Nov-20
12-Nov-20	19-Nov-20
19-Nov-20	26-Nov-20
26-Nov-20	3-Dec-20
3-Dec-20	10-Dec-20
10-Dec-20	17-Dec-20
17-Dec-20	24-Dec-20
24-Dec-20	31-Dec-20
31-Dec-20	7-Jan-21
7-Jan-21	14-Jan-21
14-Jan-21	21-Jan-21
21-Jan-21	28-Jan-21

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