



# Charter Township of Monitor

2483 MIDLAND ROAD ≈ BAY CITY, MICHIGAN 48706 ≈ PHONE (989) 684-7203 ≈ FAX (989) 684-9234  
www.monitortwp.org

## Planning Commission Applicant:

Listed below is the 2018 Planning Commission Calendar. Please pay special attention to the Applicant Deadline section as this is the section you must follow. Attached you will find a detailed copy of the directions, application, and check list for your reference.

Please note: If your application and Raised Seal Civil Prints are received after the deadline or not complete as per the Zoning Ordinance, they will not be reviewed or placed on the agenda until such time as they are complete. Unless otherwise noted, Planning Commission meets on the first Tuesday of every month.

**Be advised, you will be responsible to remit payment for any professional expenses which exceed your application fee. Payment in full must be received prior to the issuance of any building permits.** The Planning Commission meets at 7:00 p.m. on the first Tuesday of the month unless otherwise noted below.

If you have any questions or concerns feel free to contact the undersigned at (989) 684-7203, Monday through Friday, 9:00 a.m. – 12:00 p.m. and 1:00 p.m. – 5:00 p.m.

| Meeting Date       | Applicant Deadline |
|--------------------|--------------------|
| January 3, 2018    | December 14, 2017  |
| February 6, 2018   | January 11, 2018   |
| March 6, 2018      | February 8, 2018   |
| April 3, 2018      | March 8, 2018      |
| May 1, 2018        | April 5, 2018      |
| June 5, 2018       | May 10, 2018       |
| July 10, 2018      | June 14, 2018      |
| August 14, 2018    | July 18, 2018      |
| September 11, 2018 | August 16, 2018    |
| October 2, 2018    | September 6, 2018  |
| November 13, 2018  | October 17, 2018   |
| December 4, 2018   | November 8, 2018   |

Respectfully,

*Beth L. Patterson*

Beth L. Patterson  
Administrative Secretary  
Email: officemanager@monitortwp.org