

Craven County, North Carolina 2009 Plan Review Schedule

Meeting	Date	Time	Agenda Deadline
Technical Review Committee	January 12, 2009	2:00 PM	January 7, 2009
Board of Commissioners	January 20, 2009	8:30 AM	January 13, 2009
Planning Board	January 22, 2009	6:30 PM	January 7, 2009
Board of Commissioners	February 2, 2009	7:00 PM	January 27, 2009
Board of Commissioners	February 16, 2009	8:30 AM	February 10, 2009
Technical Review Committee	February 16, 2009	2:00 PM	February 11, 2009
Planning Board	February 26, 2009	6:30 PM	February 11, 2009
Board of Commissioners	March 2, 2009	7:00 PM	February 24, 2009
Board of Commissioners	March 16, 2009	8:30 AM	March 10, 2009
Technical Review Committee	March 16, 2009	2:00 PM	March 11, 2009
Planning Board	March 26, 2009	6:30 PM	March 11, 2009
Board of Commissioners	April 6, 2009	7:00 PM	March 31, 2009
Technical Review Committee	April 13, 2009	2:00 PM	April 8, 2009
Board of Commissioners	April 20, 2009	8:30 AM	April 14, 2009
Planning Board	April 23, 2009	6:30 PM	April 8, 2009
Board of Commissioners	May 4, 2009	7:00 PM	April 28, 2009
Board of Commissioners	May 18, 2009	8:30 AM	May 12, 2009
Technical Review Committee	May 18, 2009	2:00 PM	May 13, 2009
Planning Board	May 28, 2009	6:30 PM	May 13, 2009
Board of Commissioners	June 1, 2009	7:00 PM	May 26, 2009
Board of Commissioners	June 15, 2009	8:30 AM	June 9, 2009
Technical Review Committee	June 15, 2009	2:00 PM	June 10, 2009
Planning Board	June 25, 2009	6:30 PM	June 10, 2009
Board of Commissioners	July 6, 2009	7:00 PM	June 30, 2009
Technical Review Committee	July 13, 2009	2:00 PM	July 8, 2009
Board of Commissioners	July 20, 2009	8:30 AM	July 14, 2009
Planning Board	July 23, 2009	6:30 PM	July 8, 2009
Board of Commissioners	August 3, 2009	7:00 PM	July 28, 2009
Board of Commissioners	August 17, 2009	8:30 AM	August 11, 2009
Technical Review Committee	August 17, 2009	2:00 PM	August 12, 2009
Planning Board	August 27, 2009	6:30 PM	August 12, 2009
Board of Commissioners	September 8, 2009	7:00 PM	September 1, 2009
Technical Review Committee	September 14, 2009	2:00 PM	September 9, 2009
Board of Commissioners	September 21, 2009	8:30 AM	September 15, 2009
Planning Board	September 24, 2009	6:30 PM	September 9, 2009
Board of Commissioners	October 5, 2009	7:00 PM	September 29, 2009
Technical Review Committee	October 12, 2009	2:00 PM	October 7, 2009
Board of Commissioners	October 19, 2009	8:30 AM	October 13, 2009
Planning Board	October 22, 2009	6:30 PM	October 7, 2009

November & December Dates TBA

Board of Commissioners Meetings

Citizens wishing to petition the Board of Commissioners may do so at the first meeting of the month. Requests to be placed on the agenda should be made before 12:00 noon to the Clerk of the Board according to the above schedule at (252) 636-6601 or by email to manager@cravencounty.com.

The Board of Commissioners holds regular meetings on the first and third Monday of each month. If a regular meeting day is a holiday on which County offices are closed, the meeting is held on the next business day or such succeeding day as may be specified. Regular meetings are held in the Craven County Commissioners Meeting Room at the Craven County Administration Building located at 406 Craven St., New Bern, North Carolina.

NOTE: The chair or a majority of board members may call special meetings with notice given to all members and news media organizations.

Planning Board Meetings

All subdivision and mobile home park plans must be received by the Craven County Planning and Inspections Dept. fifteen (15) days prior to the Planning Board meeting at which it will be reviewed. This schedule is consistent with the requirements set forth in the Craven County Subdivision and Mobile Home Park Ordinances.

The Planning Board holds regular meetings on the fourth Thursday of each month, unless otherwise noted on the above schedule. Regular meetings are held in the Conference Room at the Department of Planning and Inspections located at 2828 Neuse Blvd., New Bern, North Carolina.

All materials submitted for approval must be in the following numbers and form:

Preliminary Plats:	Seven (7) paper copies
Final Plats:	One (1) mylar, or reproducible copy Seven (7) paper copies
Mobile Home Park Plats:	Four (4) paper copies

NOTE: Additional paper copies may need to be sent to other agencies, and will be requested as needed by the department.

Technical Review Committee

All subdivision and mobile home park plans must be reviewed by the Craven County Technical Review Committee prior to the regularly scheduled Planning Board meeting each month. Plans that have not been reviewed by the Technical Review Committee ***will not*** be placed on the Planning Board Agenda.

The Technical Review Committee meets ten (10) days prior to the regularly scheduled Planning Board meeting each month, unless otherwise noted on the above schedule. Meetings are held in the Conference Room at the Department of Planning and Inspections located at 2828 Neuse Blvd., New Bern, North Carolina.

Representatives of the following agencies will be present to review submitted plats:

- Craven County Department of Planning and Inspections
- Craven County Health Department, Division of Environmental Health
- Craven County Water and Sewer Department
- North Carolina Department of Transportation
- United States Department of Agriculture, Soil and Water Conservation District

NOTE: Additional agencies may be asked to attend as needed.

This schedule is provided by the Craven County Department of Planning and Inspections to those involved in the subdivision process. Meeting dates and times are based on the best available information at the time of printing. Should a date appear incorrect or if you have any questions, please contact us at (252) 636-6618.