



2024 City Plan Commission Schedule

Read instructions below Calendar carefully. Failure to comply will result in the delay of application.
 This calendar applies to all applications requiring City Plan Commission action. There are two application filing deadlines for each CPC hearing date: one for applications requiring review by the Development Review Committee, and another for all other application types. The applications which require review by DRC are: Rezoning to UR, Rezoning to MPD, Development Plan, Preliminary Plat, and Special Use Permits. The CPC reserves the right to suspend regular business for the purposes of a work session one meeting per quarter.

- Formatting Notes:**
- Dates that include the weekday occur earlier in that cycle due to Holidays (e.g. a holiday on Monday, June 16, 2024 would cause that due date to be moved to and listed as **"Friday, June 13, 2024"**).
 - Hearings that fall on potential Election Days are listed in **Double Underlined Italics**. The CPC and BZA reserve the right to cancel a meeting that falls on the same Tuesday as an election day.
 - A single asterisk (*) beside an Application Checkpoint below indicates that the dates contained therein are applicable to application types as listed in 88-505-12 of the KCMO Zoning and Development Code. Applicants whose cases require the Public Engagement process must refer to the stated code section to ensure full compliance.
 - A double asterisk (**) beside an Application Checkpoint below indicates applicability to cases where the DRC process is required.

Weeks Since Deadline**		0	2	4	5	6	7	8	10	11			
Weekday		Monday	Friday	Monday	Wednesday	Friday	Monday	Tuesday	Friday	Tuesday	Thursday	Wednesday	
Checkpoint Number --		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	
		Application Submittal Deadline by Perm	First Round of Staff Comments Provided by 5pm	Response Letter Due by Perm	Development Review Committee** 88-505m	Public Engagement Invitation Deadline*	Resubmittal Due by Perm	Second Round of Staff Comments Provided by 5pm	CPC Prep Meeting	Public Engagement Materials Due: Hold-By Date:	Public Engagement Materials Due* by Perm	Staff Report Uploaded to CompasKC by 5pm	
										CPC Hearing #Perm (1st & 3rd Wednesday)	BZA Hearing #Perm (SUPL Only - 2nd Wed)	Introduction to Council (Schedule Subject to Change)	MPD Committee #P (SUPL) (Schedule Subject to Change)
1.1	DRC Process Required All Other Applications	13-Nov-2023 27-Nov-2023	1-Dec-2023 8-Dec-2023	11-Dec-2023 18-Dec-2023		13-Dec-2023	15-Dec-2023	18-Dec-2023	21-Dec-2023	22-Dec-2023	24-Dec-2023	27-Dec-2023	29-Dec-2023
1.2	DRC Process Required All Other Applications	27-Nov-2023 11-Dec-2023	15-Dec-2023 22-Dec-2023	Friday, Dec 22, 2023 Friday, Dec 29, 2023	27-Dec-2023	29-Dec-2023	Friday, Dec 29, 2023	4-Jan-2024	5-Jan-2024	9-Jan-2024	10-Jan-2024	12-Jan-2024	16-Jan-2024
2.1	DRC Process Required All Other Applications	18-Dec-2023 Thursday, Dec 28, 2023	5-Jan-2024 12-Jan-2024	Friday, Jan 12, 2024 29-Jan-2024	17-Jan-2024	19-Jan-2024	22-Jan-2024	25-Jan-2024	26-Jan-2024	30-Jan-2024	31-Jan-2024	2-Feb-2024	6-Feb-2024
2.2	DRC Process Required All Other Applications	1-Jan-2024 Thursday, Jan 11, 2024	19-Jan-2024 26-Jan-2024	29-Jan-2024 5-Feb-2024	31-Jan-2024	2-Feb-2024	5-Feb-2024	8-Feb-2024	9-Feb-2024	13-Feb-2024	14-Feb-2024	16-Feb-2024	20-Feb-2024
3.1	DRC Process Required All Other Applications	15-Jan-2024 29-Jan-2024	2-Feb-2024 9-Feb-2024	12-Feb-2024 Friday, Feb 16, 2024	14-Feb-2024	16-Feb-2024	Friday, Feb 16, 2024	22-Feb-2024	23-Feb-2024	27-Feb-2024	28-Feb-2024	1-Mar-2024	5-Mar-2024
3.2	DRC Process Required All Other Applications	29-Jan-2024 12-Feb-2024	16-Feb-2024 23-Feb-2024	26-Feb-2024 4-Mar-2024	28-Feb-2024	1-Mar-2024	4-Mar-2024	7-Mar-2024	8-Mar-2024	12-Mar-2024	13-Mar-2024	15-Mar-2024	19-Mar-2024
4.1	DRC Process Required All Other Applications	12-Feb-2024 26-Feb-2024	1-Mar-2024 8-Mar-2024	11-Mar-2024 18-Mar-2024	13-Mar-2024	15-Mar-2024	18-Mar-2024	21-Mar-2024	22-Mar-2024	26-Mar-2024	27-Mar-2024	29-Mar-2024	2-Apr-2024
4.2	DRC Process Required All Other Applications	26-Feb-2024 11-Mar-2024	15-Mar-2024 22-Mar-2024	25-Mar-2024 1-Apr-2024	27-Mar-2024	29-Mar-2024	1-Apr-2024	4-Apr-2024	5-Apr-2024	9-Apr-2024	10-Apr-2024	12-Apr-2024	16-Apr-2024
CPC & BZA Hearings Shifted to Wednesdays													
5.1	DRC Process Required All Other Applications	18-Mar-2024 1-Apr-2024	5-Apr-2024 12-Apr-2024	15-Apr-2024 22-Apr-2024	16-Apr-2024	20-Apr-2024	22-Apr-2024	25-Apr-2024	26-Apr-2024	1-May-2024	1-May-2024	3-May-2024	Wed, May 8
5.2	DRC Process Required All Other Applications	1-Apr-2024 15-Apr-2024	19-Apr-2024 26-Apr-2024	29-Apr-2024 6-May-2024	30-Apr-2024	4-May-2024	6-May-2024	9-May-2024	10-May-2024	15-May-2024	15-May-2024	17-May-2024	Wed, May 22
6.1	DRC Process Required All Other Applications	15-Apr-2024 29-Apr-2024	3-May-2024 13-May-2024	13-May-2024 20-May-2024	14-May-2024	18-May-2024	20-May-2024	23-May-2024	24-May-2024	29-May-2024	29-May-2024	31-May-2024	Wed, Jun 5
6.2	DRC Process Required All Other Applications	29-Apr-2024 13-May-2024	17-May-2024 24-May-2024	Friday, May 24, 2024 31-May-2024	28-May-2024	1-Jun-2024	3-Jun-2024	6-Jun-2024	7-Jun-2024	12-Jun-2024	12-Jun-2024	14-Jun-2024	Wed, Jun 19
7.1	DRC Process Required All Other Applications	13-May-2024 Thursday, May 23, 2024	31-May-2024 7-Jun-2024	10-Jun-2024 17-Jun-2024	11-Jun-2024	15-Jun-2024	17-Jun-2024	20-Jun-2024	21-Jun-2024	26-Jun-2024	26-Jun-2024	28-Jun-2024	Wed, Jul 3
7.2	DRC Process Required All Other Applications	27-May-2024 15-Jun-2024	14-Jun-2024 21-Jun-2024	24-Jun-2024 1-Jul-2024	25-Jun-2024	29-Jun-2024	1-Jul-2024	Wednesday, Jul 03, 2024	5-Jul-2024	10-Jul-2024	10-Jul-2024	12-Jul-2024	Wed, Jul 17
8.1	DRC Process Required All Other Applications	17-Jun-2024 1-Jul-2024	5-Jul-2024 12-Jul-2024	15-Jul-2024 22-Jul-2024	16-Jul-2024	20-Jul-2024	22-Jul-2024	25-Jul-2024	26-Jul-2024	31-Jul-2024	31-Jul-2024	2-Aug-2024	Wed, Aug 7
8.2	DRC Process Required All Other Applications	1-Jul-2024 15-Jul-2024	19-Jul-2024 26-Jul-2024	29-Jul-2024 5-Aug-2024	30-Jul-2024	3-Aug-2024	5-Aug-2024	8-Aug-2024	9-Aug-2024	14-Aug-2024	14-Aug-2024	16-Aug-2024	Wed, Aug 21
9.1	DRC Process Required All Other Applications	15-Jul-2024 29-Jul-2024	2-Aug-2024 9-Aug-2024	12-Aug-2024 19-Aug-2024	13-Aug-2024	17-Aug-2024	19-Aug-2024	22-Aug-2024	23-Aug-2024	28-Aug-2024	28-Aug-2024	30-Aug-2024	Wed, Sep 4
9.2	DRC Process Required All Other Applications	29-Jul-2024 12-Aug-2024	16-Aug-2024 23-Aug-2024	26-Aug-2024 Friday, Aug 30, 2024	27-Aug-2024	31-Aug-2024	Friday, Aug 30, 2024	5-Sep-2024	6-Sep-2024	11-Sep-2024	11-Sep-2024	13-Sep-2024	Wed, Sep 18
10.1	DRC Process Required All Other Applications	12-Aug-2024 26-Aug-2024	30-Aug-2024 6-Sep-2024	9-Sep-2024 16-Sep-2024	10-Sep-2024	14-Sep-2024	16-Sep-2024	19-Sep-2024	20-Sep-2024	25-Sep-2024	25-Sep-2024	27-Sep-2024	Wed, Oct 2
10.2	DRC Process Required All Other Applications	26-Aug-2024 9-Sep-2024	13-Sep-2024 20-Sep-2024	23-Sep-2024 30-Sep-2024	24-Sep-2024	28-Sep-2024	30-Sep-2024	3-Oct-2024	4-Oct-2024	9-Oct-2024	9-Oct-2024	11-Oct-2024	Wed, Oct 16
11.1	DRC Process Required All Other Applications	16-Sep-2024 30-Sep-2024	4-Oct-2024 11-Oct-2024	14-Oct-2024 21-Oct-2024	15-Oct-2024	19-Oct-2024	21-Oct-2024	24-Oct-2024	25-Oct-2024	30-Oct-2024	30-Oct-2024	1-Nov-2024	Wed, Nov 6
11.2	DRC Process Required All Other Applications	30-Sep-2024 14-Oct-2024	18-Oct-2024 25-Oct-2024	28-Oct-2024 4-Nov-2024	29-Oct-2024	2-Nov-2024	4-Nov-2024	7-Nov-2024	8-Nov-2024	13-Nov-2024	13-Nov-2024	15-Nov-2024	Wed, Nov 20
12.1	DRC Process Required All Other Applications	16-Oct-2024 28-Oct-2024	1-Nov-2024 8-Nov-2024	Friday, Nov 08, 2024 18-Nov-2024	12-Nov-2024	16-Nov-2024	18-Nov-2024	21-Nov-2024	22-Nov-2024	27-Nov-2024	27-Nov-2024	VALUE	Wed, Dec 4
12.2	DRC Process Required All Other Applications	28-Oct-2024 Thursday, Nov 07, 2024	15-Nov-2024 22-Nov-2024	25-Nov-2024 2-Dec-2024	26-Nov-2024	30-Nov-2024	2-Dec-2024	5-Dec-2024	6-Dec-2024	11-Dec-2024	11-Dec-2024	13-Dec-2024	Wed, Dec 18
Days until CPC Non-DRC		51 37	33 29	23 16	22	18	16	13	12	7	7	5	CPC
													BZA
													-16
													-20

- Wed, Jan 1, 25 New News Day program 8-11AM
- (1) Pre-application consultations are recommended for all applications, and mandatory for Rezoning to UR, Rezoning to MPD, Development Plan, Preliminary Plat, and Special Use Permits, including major amendments. Applications without prior consultation will be rejected. Fees are due within five days of filing.
 - (2) Staff comments will be progressively updated on CompasKC under the 'Reviews' tab. Your planner will compile these comments and attach them to your case by the specified deadline. Comments are categorized as Corrections, Recommendations, or Conditions.
 - (3) Submit a response letter addressing each comment--be it a Correction, Recommendation, or Condition--by uploading it to your case on CompasKC. If you find that a comment doesn't warrant a response, simply note 'Acknowledged.' Adhere to the identified deadline to stay on track. If you can't meet the deadline, consult the next available cycle for your application type.
 - (4) The Development Review Committee (DRC) is a scheduled meeting where applicant teams can discuss their applications with city stakeholders. Attendance is mandatory for cases that require the DRC process, UNLESS excused by the City Planning and Development Director. Failure to attend will delay your application until you can appear at the next scheduled DRC meeting. The meetings are virtual, and a joining link will be provided one to two days in advance of the meeting. Due to a high case volume, be prepared to discuss only staff comments you've flagged in your prior response letter. If your application type doesn't require DRC attendance but you wish to discuss comments, schedule a Project Meeting Call with your assigned planner.
 - (5) The applicant is responsible for organizing and holding a Public Engagement meeting. The Public Engagement Invitation Deadline represents the final date by which you must send invitations to property owners within a 300-foot radius of the perimeter of the subject site, as well as to any applicable neighborhood organizations. Invitations must be sent ten days prior to the Public Engagement meeting itself. Invitations can be sent as soon as the Notice of Application process is complete (see 88-505-12 for more information). In cases where the subject property is located within the boundaries of more than one registered neighborhood.
 - (6) Resubmittal MUST include revised plans (if revisions were requested by staff) and, where applicable, a copy of the Neighborhood Meeting Invitation that was sent the Friday prior (see (5) above). NOTE: If your application does not require the DRC process, Response Letters and Resubmittals are due on the same day.
 - (7) Comments will appear on CompasKC under the 'Reviews' tab, updated by staff no later than the specified deadline. Like the first review round (see (2) above), comments can be Corrections, Recommendations, or Conditions. For questions or discussions about these comments, attend the CPC Prep Meeting (see (8) below).
 - (8) This is a required meeting between your team and the assigned planner. The meeting may be cancelled if mutually agreed to by both parties in writing. The purpose of the meeting is to discuss any outstanding staff comments or issues of concern prior to proceeding to City Plan Commission. The time of the virtual meeting as well as the link can be requested from your staff planner.
 - (9) The Public Engagement Meeting Hold-By date is the latest possible date to hold the public engagement meeting, as it must occur no later than seven days before the CPC hearing (and, per (8) above, you are required to have sent invitations at least 10 days earlier). Holding the meeting earlier than the listed date is preferred.
 - (10) You must upload evidence of your public engagement neighborhood meeting, including sign-in sheet and summary on or before this date. Failure to upload this information will result in automatic continuance (delay).

(11) The staff report related to your application will be available on CompassKC. This report will be prepared by your assigned planner and contains staff analysis and recommendations. This is the document that the CPC will consult in preparation for the meeting, you are encouraged to review it.
(12) The CPC hearing is scheduled for this date. Attendance by the property owner or an authorized representative is mandatory. The hearing is hybrid, allowing for in-person attendance at City Hall or via Zoom (links available on the CPC webpage). The CPC will make a final decision for most application types, except those specified in (13) and (15), where they will provide a recommendation.
(13) The BZA hearing is scheduled for this date. Final decisions on Special Use Permits are made by the Board of Zoning Adjustment following a recommendation from CPC. Attendance by the property owner or an authorized representative is mandatory (authorization for representation before the BZA must be via a notarized affidavit).
(14) This is the earliest date the City Council could introduce your case. This date is likely (but not guaranteed) if all plan corrections are completed before the CPC hearing. If corrections are pending, revised plans must be approved by staff before scheduling with the Council. Your assigned planner can confirm dates post-CPC.
(15) This is the earliest date your application could be heard by the Neighborhood Planning and Development Committee. Final decisions on area plan amendments, annexations, rezonings, plats, sign plans, and development plans are made by the City Council, following a recommendation from this committee. Typically,