



CHARLOTTE HISTORIC DISTRICT COMMISSION

APPLICATION DEADLINE + MEETING SCHEDULE

January – December 2020

The application deadlines below apply only to projects that require approval by the Historic District Commission. Applications for projects eligible for administrative approval may be submitted at any time.

<u>Application Deadline</u>	<u>Meeting Date</u>
<i>1st Wednesday of each month (final plans, checklist, presentation, etc.)</i>	<i>2nd Wednesday of each month; 1:00pm</i>
January 6, 2020	January 15, 2020*
January 15	February 12
February 5	March 11
March 4	April 8
April 1	May 13
May 6	June 10
June 3	July 8
July 1	August 12
August 5	September 9
September 2	October 14
October 7	November 18*
November 4	December 9

**Date changed to 3rd Wednesday due to holiday schedules and City closures.*

PLEASE NOTE: Pre-Application Meetings with HDC staff and early submission of applications are strongly encouraged. Applications submitted prior to the deadline, provide more time for HDC staff to work with you to ensure that your proposed project meets all submission requirements and the Design Guidelines.

Applications must be submitted via the online portal ACCELA CITIZEN ACCESS (ACA). Applications, final plans, presentations must be submitted by the application deadline; otherwise, consideration will be delayed until the following meeting. An incomplete application will not be accepted.

All Historic District Commission meetings are held at 1:00 PM on the dates listed above. The meetings take place in the Charlotte-Mecklenburg Government Center at 600 East Fourth Street. Please contact the Charlotte HDC office at 704.336.2205 or charlottehdc@charlottenc.gov with any questions and to confirm meeting arrangements.