

**Lower Merion Township Building and Planning Department  
2019 TENTATIVE MEETING SCHEDULE**

January  
3 LDC  
7 PC  
8 HARB  
9 B&P  
16 BOC  
17 LDC  
18 SOPI  
22 EAC  
\*23 \*B&P  
24 ZHB  
28 HC

February  
4 PC  
5 HARB  
7 LDC  
13 B&P  
15 SOPI  
20 BOC  
21 LDC  
21 ZHB  
25 HC  
26 EAC  
\*27 \*B&P

March  
4 PC  
5 HARB  
7 LDC  
13 B&P  
15 SOPI  
20 BOC  
21 LDC  
25 HC  
26 EAC  
27 \*B&P  
28 ZHB

April  
1 PC  
2 HARB  
4 LDC  
10 B&P  
17 BOC  
18 LDC  
18 SOPI  
22 HC  
23 EAC  
24 \*B&P  
25 ZHB

May  
2 LDC  
6 PC  
7 HARB  
8 B&P  
15 BOC  
16 LDC  
17 SOPI  
20 HC  
\*22 \*B&P  
23 ZHB  
28 EAC

June  
3 PC  
4 HARB  
\*5 \*B&P  
6 LDC  
\*10 \*PC  
12 B&P  
\*12 \*BOC  
14 SOPI  
19 BOC  
20 LDC  
20 ZHB  
24 HC  
25 EAC

July  
1 PC  
2 HARB  
5 SOPI  
10 B&P  
11 ZHB  
17 BOC  
18 LDC  
22 HC  
22 PC  
23 HARB  
23 EAC  
24 B&P  
25 ZHB  
\*31 \*BOC

August  
1 LDC  
5 BOC  
15 LDC  
23 SOPI

September  
3 HARB  
5 LDC  
9 PC  
11 B&P  
12 ZHB  
18 BOC  
19 LDC  
20 SOPI  
23 HC  
24 EAC

October  
3 LDC  
7 PC  
8 HARB  
10 B&P  
16 BOC  
17 LDC  
18 SOPI  
22 EAC  
24 ZHB  
28 HC

November  
4 PC  
5 HARB  
7 LDC  
13 B&P  
15 SOPI  
20 BOC  
21 LDC  
21 ZHB  
25 HC  
26 EAC

December  
2 PC  
3 HARB  
5 LDC  
11 B&P  
12 ZHB  
16 HC  
17 EAC  
18 BOC  
19 LDC  
20 SOPI

January 2020

2 LDC  
7 HARB  
8 B&P  
13 PC  
15 B&P  
15 BOC  
16 LDC  
23 ZHB  
27 HC  
28 EAC

Key
<p>Typical meeting days and times are as follows. Adjustments are made due to holidays or other circumstances.</p>
<p><b>B&amp;P</b> - Building and Planning Committee (2nd Wednesday, approx. 7:00 p.m.)  <b>BOC</b> - Board of Commissioners (3rd Wednesday, 7:30 p.m.)  <b>EAC</b> - Environmental Advisory Council (4th Tuesday, 7:00 p.m.)  <b>HC</b> - Historical Commission (4th Monday, 4:00 p.m.)  <b>HARB</b> - Historical Architectural Review Board (1st Tuesday, 8:30 a.m.)  <b>LDC</b> - Land Development Committee (1st and 3rd Thursday, 8:30 a.m.)  <b>PC</b> - Planning Commission (1st Monday, 7:00 p.m.)  <b>SOPI</b> - Signs out, Plans in (17 days prior to the PC date by Noon.)  <b>ZHB</b> - Zoning Hearing Board- Dates subject to Change</p>

## **TOWNSHIP BOARDS & COMMISSIONS INVOLVED IN LAND DEVELOPMENT PLAN REVIEWS**

**Land Development Committee** - Meets the first and third Thursday at 8:30 a.m. Chaired by the Township Engineer and composed of Township staff and liaisons from advisory committees concerned with land development issues. Reviews all Second Stage, Tentative Sketch, Subdivision and Land Development and Waiver applications and issues Improvement Construction Permits. Three copies of plans should be submitted to the Planning Division no later than 3 p.m. the day before the meeting. Minutes are sent to the person submitting plans approximately one week after the meeting. The Committee's comments are incorporated into staff's formal review.

**Montgomery County Planning Commission** - Reviews all Tentative Sketch, Land Development and Subdivision applications. The County's review proceeds concurrently with Township staff's review. Plans and fees for the County review must be submitted to the Planning Division with the application for Township review. The County has 30 days to complete its review and the Township Planning Commission will not review plans until the County review letter has been received.

### **LOWER MERION TOWNSHIP PUBLIC MEETINGS:**

**1. Planning Commission** - Meets at 7:00 p.m. on the first Monday of the month, composed of seven residents appointed by the Board of Commissioners. Reviews all Second Stage, Tentative Sketch, Subdivision, Land Development, Conditional Use and Waiver applications. The Commission's recommendations are forwarded to the Building and Planning Committee.

**2. Historical Commission** – Meets at 4:00 p.m. on the fourth Monday of the month, composed of seven residents appointed by the Board of Commissioners. Reviews demolition/renovation permits, Tentative Sketch Plans and conditional uses requested under the Historic Resource Overlay District, as well as amendments to the Township's Historic Resource Inventory. The Commission's recommendations are forwarded to the Building and Planning Committee.

**3. Historical Architectural Review Board (HARB)** – Meets at 8:15 a.m. on the first Tuesday of the month, composed of nine members appointed by the Board of Commissioners. Reviews exterior alterations to buildings within the Township's local historic districts. HARB's recommendations are forwarded to the Building and Planning Committee.

**4. Environmental Advisory Council** – Meets at 7:00 p.m. on the fourth Tuesday of the month, composed of seven residents appointed by the Board of Commissioners. Reviews all Second Stage, Tentative Sketch, Subdivision, Land Development, Conditional Use and Waiver applications for impacts to the Township's natural features and provides comments to Township staff and the Planning Commission. Presents public forums and provides information to Township residents on environmental issues of concern.

**5. Building and Planning Committee of the Board of Commissioners** - Generally meets at 7:00 p.m. on the second Wednesday of the month and consists of all elected Commissioners. The Committee reviews all applications referred from the Planning Commission, Historical Commission and HARB and forwards their own recommendation to the Board of Commissioners.

**6. Board of Commissioners** - Generally meets at 8:00 p.m. on the third Wednesday of the month and consists of 14 elected members. The Board rules on all Tentative Sketch, Subdivision, Land Development, Conditional Use and Waiver applications referred from the Building & Planning Committee.

For questions related to the meeting schedule, please call the Planning Division at (610) 645-6119.