**City of Watford City**

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 **2024 MEETING DATES AND DEADLINES**

The regularly scheduled Planning and Zoning Commission meetings are typically held on the LAST MONDAY of each month at 6:00 PM in the Heritage Room at City Hall. The regularly scheduled City Council meetings are typically held the FIRST MONDAY of each month at 6:00 PM in the Heritage Room at City Hall.

The Planning and Zoning submittal deadline dates allow Planning Staff time to process applications prior to submitting Public Hearing Advertisements (Legal Notices) to the localnewspaper. The Public Hearing items will appear in the legal section of the *McKenzie County Farmer*. These deadline dates are subject to change as the newspaper may require the notices to be submitted earlier due to holidays. Further, submittal deadlines do not guaranty a position on the upcoming P&Z agenda. Planning staff may deem applications, supporting materials, fees, and/or processing time to be inadequate. Inadequate materials risk denial or tabling, which is in no one’s best interest. In such cases, the item will be placed on the next available meeting cycle, assuming all materials are acceptable.

**The following dates may be subject to change due to holidays or other circumstances:**

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| **PLANNING & ZONING SUBMITTAL DEADLINE** | **PLANNING & ZONING COMMISSION MEETING** |  **CITY COUNCIL**  **MEETING** |
| Wednesday, December 6, 2023 | Monday, December 18, 2023 | Monday, January 8, 2024 |
| Wednesday, January 3, 2024 | Monday, January 29, 2024 | Monday, February 5, 2024 |
| Wednesday, February 7, 2024 | Monday, February 26, 2024 | Tuesday, March 5, 2024 |
| Wednesday, March 6, 2024 | Monday, March 25, 2024 | Monday, April 1, 2024 |
| Wednesday, April 3, 2024 | Monday, April 29, 2024 | Monday, May 6, 2024 |
| Wednesday, May 1, 2024 | Tuesday, May 28, 2024\* | Monday, June 3, 2024 |
| Wednesday, June 5, 2024 | Monday, June 24, 2024 | Monday, July 1, 2024 |
| Wednesday, July 3, 2024 | Monday, July 29, 2024 | Monday, August 5, 2024 |
| Wednesday, August 7, 2024 | Monday, August 26, 2024 | Tuesday, September 3, 2024\* |
| Wednesday, September 4, 2024 | Monday, September 30, 2024 | Monday, October 7, 2024 |
| Wednesday, October 2, 2024 | Monday, October 28, 2024 | Monday, November 4, 2024 |
| Wednesday, November 6, 2024 | Monday, November 25, 2024 | Monday, December 2, 2024 |
| Wednesday, December 4, 2024 | Monday, December 30, 2024\* | Monday, January 6, 2025 |

**\*Possible date changes**