



PLANNING ADVISORY COMMITTEE MEETINGS (PAC)

What are Planning Advisory Committee Meetings (PAC)?

- A complimentary review of development proposals.
- PAC meetings are open to anyone who needs advice regarding a development proposal within the City of Galt.
- These meetings involve representatives from the following City and outside agencies: Fire Protection District, Planning, Building, Engineering, Finance, Public Works, Parks & Recreation and Police.
- The information provided will help you understand issues related to your proposed development and with preparing a formal application.

What should be included in a PAC submittal?

Electronic copies of the following:

- One-page narrative explaining the project.
- Conceptual site plan (drawing), showing property lines and the proposed development.
- Applicant and/or Owner name, address, phone number and e-mail address.

Remember: The more detailed your submittal is, the more detailed our comments will be on your proposal.

What is the deadline for material submission?

- Materials must be submitted two Thursdays before the meeting by 5:00 pm. (See exceptions noted on the schedule also.)

When and where are PAC meetings held?

- PAC meetings are held on the Wednesdays noted in the table (on the reverse side) in the MSC Conference Room, located on the second floor at **495 Industrial Drive**.
- The meetings are held in the afternoon between 1:30 pm and 4:30 pm.
- Each applicant is allocated a specific time to meet with the Committee on his or her proposal.
- An agenda is sent in advance to applicants informing them of the time of their consultation.

Who do I contact if I have questions regarding the PAC meeting process?

- If you have questions regarding the PAC meeting process, please contact the City of Galt Planning Division at (209) 366-7230, planning@ci.galt.ca.us, or in person at 495 Industrial Drive, Galt, CA 95632. Office hours are Monday-Thursday, from 7:30 am-5:30 pm, closed Fridays and holidays.

(See Reverse for Schedule)