

CITY OF PATERSON
**HISTORIC PRESERVATION
 COMMISSION**

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HPS & Secretary:
 Counsel: Romina M. Pascual, Esq.

**REGULAR MEETING DATES & APPLICATION DEADLINES FOR
 FISCAL YEAR 2019 – 2020**

Regular meetings of the Historic Preservation Commission are held on the 3rd Monday of each month except when the 3rd Monday of the month is a holiday; or if there are five Mondays in a month. In these cases, the meeting is held on the 4th Monday of the month. Meeting dates are in the left hand column of the chart below.

APPLICATIONS must be filed **20 business days** in advance of a scheduled meeting. Applications are **tentatively scheduled** when received by the Application Deadline (see second column of the chart below).

Applications are reviewed for **COMPLETENESS** when they are received. Applicants are notified within 5 business days after they file if all required materials are included (see third column of the chart below) and what information is missing if not complete. Applicants may then submit the missing materials to make the application complete.

A tentatively-scheduled application must then be fully **COMPLETE 10 days before** the meeting date to be confirmed for hearing on that date (see fourth column of the chart below).

If the application or completeness deadlines are missed for a particular meeting, the hearing is pushed forward to the next meeting, but will still only be confirmed after the completeness requirements are met. The table below summarizes the meeting dates in the left-hand column. The deadline requirements for a particular meeting follow along the same line to the right.

MEETING DATE	APPLICATION DEADLINE	COMPLETENESS NOTIFICATION	COMPLETENESS DEADLINE
Aug. 19, 2019	July 22, 2019	July 29, 2019	August 5, 2019
Sep. 23, 2019	August 23, 2019	August 30, 2019	September 9, 2019
Oct. 21, 2019	September 20, 2019	September 27, 2019	October 4, 2019
Nov. 18, 2019	October 18, 2019	October 25, 2019	November 1, 2019
Dec. 23, 2019	November 25, 2019	December 02, 2019	December 09, 2019
Jan. 27, 2020	December 27, 2019	January 6, 2020	January 10, 2020
Feb. 24, 2020	January 24, 2020	January 31, 2020	February 7, 2020
Mar. 23, 2020	February 24, 2020	March 02, 2020	March 09, 2020
Apr. 20, 2020	March 23, 2020	March 30, 2020	April 6, 2020
May 18, 2020	April 20, 2020	April 27, 2020	May 4, 2020
Jun. 22, 2020	May 22, 2020	June 01, 2019	June 08, 2020

* Date is altered due to holiday, City Offices are closed.