



2019 RWMWD PERMIT APPLICATION DEADLINES

Application Submittal Deadline (4:00pm)

Board Meeting Date

Wednesday, December 12, 2018.....	Wednesday, January 2, 2019
Wednesday, January 16	Wednesday, February 6
Wednesday, February 13.....	Wednesday, March 6
Wednesday, March 13.....	Wednesday, April 3
Wednesday, April 10.....	Wednesday, May 1
Wednesday, May 15.....	Wednesday, June 5
Wednesday, June 12.....	Wednesday, July 3
Wednesday, July 17.....	Wednesday, August 7
Wednesday, August 14.....	Wednesday, September 4
Wednesday, September 11.....	Wednesday, October 2
Wednesday, October 16.....	Wednesday, November 6
Wednesday, November 13.....	Wednesday, December 4
Wednesday, December 11, 2019.....	Wednesday, January 1, 2020*

**Holiday. Date subject to change.*

INCOMPLETE PERMIT APPLICATION SUBMITTALS WILL NOT BE PROCESSED. In order to expedite the processing of your application, the *Applicant* information and the *Applicant's Contact Person* information must be filled in completely and legibly. **A signature is required.**

Submitting materials by the above deadlines does not guarantee your application will be presented at the next Board meeting.

The applicant is responsible for keeping the District informed of any transfer of permit ownership, or any change in address, phone number, or email address associated with the *Applicant* or *Applicant's Contact Person*. This information is used by District staff throughout the administration of the grading permit process and assures that you are promptly informed of issues that affect compliance with the terms of the permit.

RWMWD Permit Process Timeline

Applicants are encouraged to submit their applications prior to the listed deadlines in order for staff to review the submittals for completeness.

Days Before Board Meeting (at minimum)	Activity
60	WCA Replacement Plan and Boundary/Type applications due if applicable to the project. For other WCA applications, consult with District staff.
21	Permit applications and required exhibits are due by 4:00 pm. Applications received by the deadline are reviewed by District staff to determine whether or not the application is complete.
14	Following the permit review, initial review comments will be emailed to the project applicant or engineer.
10	Revised plans and/or additional information received by District staff by 4:00 pm will be considered before staff makes final recommendation to the Board of Managers.
0	Board meeting is held and action is taken on permit. Board comments and permit status will be emailed to the applicant the day after the Board meeting.