

2025 CARMEL PLAN COMMISSION CALENDAR
TIMELINE: FILING AND NOTICE DEADLINES, DISTRIBUTION DATES¹

PC MEETING DATES*: Third Tuesday	FILING DEADLINE: 62 days prior to PC	INITIAL STAFF REVIEW COMMENTS DEADLINE:	PUBLIC NOTICE DEADLINE: 21 days prior	PACKET/ FEE DEADLINE: 11 days prior, by noon	DEPARTMENT REPORTS: e-mailed 5 days prior
January 21, 2025	November 20, 2024	December 18, 2024	December 31, 2024	January 10	January 16
February 18	December 18, 2024	January 15	January 28	February 07	February 13
March 18	January 15	February 19	February 25	March 07	March 13
April 15	February 12	March 19	March 25	April 04	April 10
May 20	March 19	April 16	April 29	May 09	May 15
June 17	April 16	May 21	May 27	June 06	June 12
July 15	May 14	June 18	June 24	<i>Thu, July 03</i>	July 10
August 19	June 18	July 16	July 29	August 08	August 14
September 16	July 16	August 20	August 26	September 05	September 11
<i>Thu, October 23</i>	August 22	September 17	October 02	<i>Fri, October 10</i>	<i>Fri, October 17</i>
November 18	September 17	October 15	October 28	November 07	November 13
December 16	October 15	November 19	November 25	December 05	December 11
January 20, 2026	November 19	December 17	December 30	January 9, 2026	January 15, 2026
February 17, 2026	December 17	January 21, 2026	January 27, 2026	February 6, 2026	February 12, 2026

2025 PLAN COMMISSION COMMITTEE CALENDAR
COMMITTEE OF THE WHOLE
TIMELINE: FILING DEADLINES & DISTRIBUTION DATES¹

MEETING DATES*: First Tuesday (usually)	COMMITTEE ONLY ITEMS - FILING DEADLINE: 25 days prior by 5 p.m.	PACKET/FEE DEADLINE: 11 days prior by noon	DEPARTMENT REPORTS: e-mailed 5 days prior
January 07	December 13	December 27	January 02
February 04	January 10	January 24	January 30
March 04	February 07	February 21	February 27
April 01	March 07	March 21	March 27
May 06	April 11	April 25	May 01
June 03	May 09	May 23	May 29
July 01	June 06	June 20	June 26
August 05	July 11	July 25	July 31
September 02	August 08	August 22	August 28
<i>Tue, September 30</i>	September 05	September 19	September 25
November 04	October 10	October 24	October 30
December 02	November 07	November 21	<i>Wed, November 26</i>
Jan 06, 2026	December 12	<i>Wed, December 24</i>	<i>Wed, December 31</i>

¹All scheduled dates are subject to change or cancellation.

Additional Notes:

* The Plan Commission and its Committees meet at 6 PM. The above Committee dates are those that follow the Plan Commission meeting dates displayed on the top chart.

City Council meets the 1st and 3rd Monday of each month at 6 PM.

Board of Public Works & Safety meets the 1st and 3rd Wednesday of each month at 10 AM.

For additional information, contact the Dept. of Community Services at (317) 571-2417 or view www.carmeldocs.com.

 =Non-standard date

CARMEL PLAN COMMISSION PUBLIC NOTICE REQUIREMENTS

The Commission requires the Petitioner to notify by **first class mail (with Certificate of Mailing)** all persons deemed by State Statute and the Commission to be Interested Parties as defined in the Rules of Procedure. Notice of all Public Hearings shall be published* or sent not less than **21 days** prior to the Public Hearing date (not including the date of the hearing). Also, a **Notice of Public Hearing sign** shall be placed on the subject property by the Petitioner. The parties designated in the Rules of Procedure will be the persons designated by the Commission as the party responsible for causing the notice to be published. As per the Amendment of Article VII, Section 3, Plan Commission Rules of Procedure: petitioners must publish notice of public hearings (legal ads) in **The Current in Carmel**, for purposes of consideration. (**However**, where the subject site is located within or adjacent to a non-Carmel postal ZIP code, Staff may (also) direct that the *Current in Westfield*, the *Current in Zionsville*, or the *Indianapolis Star* be deemed to be a locality newspaper that circulates within the City.

The info below shall be included in both the published legal notice & notice of interested parties:

- (a) Docket number and the substance of the matter to be heard
- (b) The legal description of the subject real estate OR Tax ID Parcel number(s)
- (c) General location of site by address, intersection or other identifiable geographic characteristic
- (d) Name of the person, agency or entity initiating the matter to be heard
- (e) A general description of the Petitioner's request of approval
- (f) Date, time and place of the Public Hearing
- (g) Statement that petition may be examined at the Plan Commission Office (Carmel Dept. of Community Services) or on Laserfiche Online
- (h) Statement that any person may offer verbal comments at the Public Hearing or may file written comments prior to or at the hearing
- (i) Any other information that may be required by law to be contained in such Public Notice

All meetings (unless otherwise noted) begin at 6:00 PM in the:

Council Chambers
Carmel City Hall, 2nd Floor
One Civic Square, Carmel IN 46032

Written comments may be sent to:

Carmel Plan Commission
c/o Bric Butler, Secretary
Carmel City Hall
One Civic Square
Carmel, IN 46032
Email: bbutler@carmel.in.gov

Files may be examined at:

Department of Community Services
Division of Planning & Zoning
Carmel City Hall, 3rd Floor
Carmel, IN 46032
Phone: 317-571-2417
[\(or on Public Documents - Laserfiche online\)](#)