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# HELLAM TOWNSHIP STAFF REVIEW, ZONING CASE AND SALDO SCHEDULES - 2025

2025 dates are *anticipated* only - all dates are subject to change  
 Forms available online at [www.hellamtownship.com](http://www.hellamtownship.com) or at the Hellam Township Office

ZONING HEARING BOARD Appeals, Special Exceptions and Variances	Application Filing Deadline	Planning Commission	Revision Filing Deadline	Zoning Hearing Board
	December 30, 2024	January 9, 2025	January 16, 2024	February 25, 2025
	February 3, 2025	February 13, 2025	February 20, 2025	March 25, 2024
	March 3, 2025	March 13, 2025	March 20, 2025	April 22, 2025
	March 31, 2025	April 10, 2025	April 17, 2025	May 27, 2025
	April 28, 2025	May 5, 2025	May 15, 2025	June 24, 2025
	June 2, 2025	June 12, 2025	June 19, 2025	July 22, 2025
	June 30, 2025	July 10, 2025	July 17, 2025	August 26, 2025
	August 4, 2025	August 14, 2025	August 21, 2025	September 23, 2025
	September 1, 2025	September 11, 2025	September 18, 2025	October 28, 2025
	September 29, 2025	October 9, 2025	October 16, 2025	November 25, 2025
	November 3, 2025	November 13, 2025	November 20, 2025	December 23, 2025
	December 1, 2025	December 11, 2025	December 18, 2025	January 28, 2026

\*Cases involving planning issues may be required to go before the Planning Commission and the Zoning Hearing Board

BOARD OF SUPERVISORS Conditional Use	Application Filing Deadline	Planning Commission	Revision Filing Deadline	Board of Supervisors
	December 30, 2024	January 9, 2025	January 16, 2024	February 20, 2025
	February 3, 2025	February 13, 2025	February 20, 2025	March 20, 2025
	March 3, 2025	March 13, 2025	March 20, 2025	April 17, 2025
	March 31, 2025	April 10, 2025	April 17, 2025	May 15, 2025
	April 28, 2025	May 5, 2025	May 15, 2025	June 19, 2025
	June 2, 2025	June 12, 2025	June 19, 2025	July 17, 2025
	June 30, 2025	July 10, 2025	July 17, 2025	August 21, 2025
	August 4, 2025	August 14, 2025	August 21, 2025	September 18, 2025
	September 1, 2025	September 11, 2025	September 18, 2025	October 16, 2025
	September 29, 2025	October 9, 2025	October 16, 2025	November 20, 2025
	November 3, 2025	November 13, 2025	November 20, 2025	December 18, 2025
	December 1, 2025	December 11, 2025	December 18, 2025	January 16, 2026

All Hearings - Fourteen (14) sets are required. All plans must be folded.

SUBDIVISION AND LAND DEVELOPMENT SCHEDULE (Plan Review)					
Application & Plan Filing Deadline	In-House Staff Review	Revised Plan Filing Deadline	Planning Commission	Revised Plan Filing Deadline	Board of Supervisors
December 2, 2024	December 17, 2024	December 30, 2024	January 9, 2025	February 5, 2025	February 20, 2025
January 6, 2025	January 21, 2025	January 29, 2025	February 13, 2025	March 5, 2025	March 20, 2025
February 3, 2025	February 18, 2025	February 26, 2025	March 13, 2025	April 2, 2025	April 17, 2025
March 3, 2025	March 18, 2025	March 26, 2025	April 10, 2025	April 30, 2025	May 15, 2025
March 31, 2025	April 15, 2025	April 23, 2025	May 8, 2025	June 4, 2025	June 19, 2025
May 5, 2025	May 20, 2025	May 28, 2025	June 12, 2025	July 2, 2025	July 17, 2025
June 2, 2025	June 17, 2025	June 25, 2025	July 10, 2025	July 30, 2025	August 21, 2025
June 30, 2025	July 15, 2025	July 23, 2025	August 14, 2025	September 3, 2025	September 18, 2025
August 4, 2025	August 19, 2025	August 27, 2025	September 11, 2025	October 1, 2025	October 16, 2025
September 2, 2025	September 16, 2025	September 24, 2025	October 9, 2025	November 5, 2025	November 20, 2025
October 6, 2025	October 21, 2025	October 29, 2025	November 13, 2025	December 3, 2025	December 18, 2025
November 3, 2025	November 18, 2025	November 26, 2025	December 11, 2025	January 2, 2026	January 15, 2026
December 1, 2025	December 16, 2025	December 26, 2025	January 8, 2026	February 4, 2026	February 19, 2026

Please note: Should there be a lapse within the timeline, your plan will start over, following the next initial submission timeline.

### Submission & Recording Requirements

<b>Copies to be Submitted with Application for In-House Staff Review</b>  Two (2) full size, one (1) ledger to Twp; One (1) electronic to Twp Engineer; One (1) full size to YCPC	<b>All plans must be received by end of day (4:30 pm) of the filing deadline date. NO plans and/or plan revisions will be accepted or considered for review after the filing deadline date - no exceptions. Staff may recommend additional In-House reviews if there are numerous outstanding or unaddressed issues on a plan prior to Planning Commission review. Once plans are signed/approved, applicant is required to record final approved plan(s) and provide the Township with the recording information; one (1) paper original; and a PDF file.</b>	<b>Revised Copies to be Submitted for Planning Commission &amp; Board of Supervisors</b>  Two (2) full size, twelve (12) ledger size to Township (1) electronic Township Engineer
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\*Applicant is responsible for all submissions to Township Engineer (electronic) and York County Planning Commission (YCPC)  
 Township Engineer: Chad Peters, C.S. Davidson, Inc., 38 N. Duke Street, York, PA 17401 (CDP@cspdavidson.com)

**NOTE - All plans must be folded - rolled plans will not be accepted**

- **In-House Staff Review** - meets the 3rd Tuesday of each month beginning at 9:00 a.m.
- **Planning Commission** - meets the 2nd & 4th Thursday of each month beginning at 6:00 p.m. \* EXCEPT IN NOVEMBER AND DECEMBER 2025
- **Board of Supervisors** - meets the 1st & 3rd Thursday of each month beginning at 6:00 p.m. - \*EXCEPT IN JANUARY 2025 plans reviewed 2nd meeting of month
- **Zoning Hearing Board** - meets the 4th Tuesday of each month, as needed, at 6:00 p.m.

All meetings dates are subject to change. Any date that occurs on a weekend or a Township holiday will be modified to the following Township business day. All meeting dates after the end of the calendar year are estimated and will be set at the Board of Supervisors organizational meeting on the first Monday of the following calendar year. Other dates will be modified to accommodate any changes in PC or BOS meeting dates. All meetings will take place at the Hellam Township Municipal Building located at 35 Walnut Springs Road, York, PA 17406, Telephone (717) 434-1300, Fax (717) 434-1301, [jtest@hellamtownship.com](mailto:jtest@hellamtownship.com)