

Timeframes

Requests must be submitted timely so that they may be processed within the timeframe provided in Rule. Review the submission windows below to determine the deadline for submitting an amendment request to be considered by the Board by a specified date. If a request is deemed administratively or substantively incomplete, the information contained in the chart below will not apply.

Submission Window	Board Meeting Date* Date meeting will be held at 1616 W. Adams Street, Ste. 170, unless otherwise indicated on the posted agenda
August 24, 2016	November 21, 2016 (Third Monday)
September 14, 2016–October 13, 2016	December 12, 2016
October 14, 2016–November 14, 2016	January 10, 2017 (Tuesday)
November 15, 2016–December 14, 2016	February 13, 2017
December 15, 2016–January 17, 2017	March 13, 2017
January 18, 2017–February 16, 2017	April 10, 2017
February 17, 2017–March 21, 2017	May 15, 2017 (Third Monday)
March 22, 2017–May 17, 2017	June 12, 2017
N/A	July—No Meeting Scheduled
May 18, 2017–June 16, 2017	August 14, 2017
June 17, 2017–July 17, 2017	September 11, 2017
July 18, 2017–August 15, 2017	October 10, 2017 (Tuesday)
August 16, 2017–September 14, 2017	November 21, 2017 (Tuesday)
September 15, 2017–October 16, 2017	December 11, 2017

*Board meeting dates are subject to change in the event a quorum of the Board is not available. Check the Board's [website](#) for updates.

Once a request has been submitted, the Board has 60 business days to process it. Board staff will process amendments in a timely manner in the order in which they are received. If additional information is required during the substantive completeness review, the “clock” is stopped, and starts again once the request has been resubmitted. Any time the clock stops, it may delay the Board’s consideration of the request.