

2024 Zoning Submittal Calendar

PRE-APPLICATION CONFERENCE

To promote a more efficient submittal and review process, it is recommended that applicants schedule a pre-application conference with development review staff prior to submitting a zoning application. To schedule a conference, please visit <https://addisontexas.net/dev-services/pre-application-conference> and follow instructions provided. Questions can be directed to Lesley Nyp at 972-450-2823 or lnyp@addisontx.gov.

The submittal calendar below reflects a typical zoning review timeline for the Town of Addison; however, this schedule is not guaranteed. Based on the complexity of the application, the duration of the review process may vary. Failure to meet any deadline below and/or failure to address all comments will result in a delay of the project.

ALL DATES SUBJECT TO CHANGE

Initial Development Submittal	1 st Review Comments Due to Applicant	2 nd Submittal	2 nd Review Comments Due to Applicant	3 rd Submittal*	P&Z Commission Meeting	City Council Meeting
Friday by 12:00 pm	Friday by 5:00 pm	Friday by 12:00 pm	Friday by 5:00 pm	Thursday by 12:00 pm	Tuesday, 6:00 pm	Tuesday, 7:30 pm
November 17	December 1	December 8	December 22	December 28	January 16	February 13
December 22	January 5	January 12	January 26	February 1	February 20	March 12
January 19	February 2	February 9	February 23	February 29	March 19	April 9
February 16	March 1	March 8	March 22	March 28	April 16	May 28
March 22	April 5	April 12	April 26	May 2	May 21	June 11
April 19	May 3	May 10	May 24	May 30	June 18	July 9
May 17	May 31	June 7	June 21	June 27	July 16	August 13
June 21	July 5	July 12	July 26	August 1	August 20	September 10
July 19	August 2	August 9	August 23	August 29	September 17	October 8
August 16	August 30	September 6	September 20	September 26	October 15	November 12
September 13	September 27	October 4	October 18	October 24	November 19	December 10
October 18	November 1	November 8	November 22	November 28	December 17	January 14, 2025
November 22	December 6	December 13	December 27	January 2, 2025	January 21, 2025	February 11, 2025
December 20	January 3, 2025	January 10, 2025	January 24, 2025	January 30, 2025	February 18, 2025	March 11, 2025

*3rd Submittal reflects the last submittal prior to the completion of the development review process to allow for public notice to be provided for the Planning and Zoning Commission public hearing. Failure to meet this deadline and/or failure to address all comments with the resubmittal will result in delays.



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TOGETHER.