

# 2025 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://development.services.addisontx.gov/Resources/Pre-Application-Conference> and follow instructions provided. Questions can be directed to Korrie Becht at 972-450-2848 or [kbecht@addisontx.gov](mailto:kbecht@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 <sup>st</sup> Review Comments Due to Applicant	2 <sup>nd</sup> Submittal	2 <sup>nd</sup> Review Comments Due to Applicant	3 <sup>rd</sup> 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 22, 2024	December 6, 2024	December 13, 2024	December 27, 2024	January 2	January 21	February 11
December 20, 2024	January 3	January 10	January 24	January 30	February 18	March 25
January 17	January 31	February 7	February 21	February 27	March 18	April 8
February 14	February 28	March 7	March 21	March 27	April 15	May 27
March 21	April 4	April 11	April 25	May 1	May 20	June 10
April 18	May 2	May 9	May 23	May 29	June 17	July 8
May 16	May 30	June 6	June 20	June 26	July 15	August 12
June 20	July 7	July 11	July 25	July 31	August 19	September 9
July 18	August 1	August 8	August 22	August 28	September 16	October 14
August 22	September 5	September 12	September 26	October 2	October 21	December 9
September 19	October 3	October 10	October 24	October 30	November 18	December 9
October 17	October 31	November 7	November 21	December 1	December 16	January 13, 2026
November 21	December 5	December 12	December 26	January 2, 2026	January 20, 2026	February 10, 2026
December 19	January 2, 2026	January 9, 2026	January 23, 2026	January 29, 2026	February 17, 2026	March 10, 2026

\*3<sup>rd</sup> 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.



16801 Westgrove Drive  
Addison, TX 75001

P.O. Box 9010  
Addison, TX 75001

phone: 972.450.2880  
fax: 972.450.2837

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TOGETHER.