

**Town of Westlake  
Planning and Development Department**

1500 Solana Blvd., Building 7, Suite 7200  
Westlake, TX 76262

*This calendar is applicable to all development related requests that require the review of Town staff and the Town Development Review Committee (DRC) including all requests that require final approval by the Planning and Zoning Commission and/or the Town Council. Building permit applications are typically exempt from this policy unless deemed otherwise by the Director in writing.*



**Development Review Calendar - 2020**

Application Submittal	Development Review Committee (DRC) Date	Final DRC Resubmittal Deadline	Public Notice Deadline	Planning & Zoning Commission Meeting Date	Town Council Meeting Date
* By Appointment Only	12/17/2019	12/27/2019	12/30/2019	1/13/2020	1/27/2020
* By Appointment Only	1/14/2020	1/24/2020	1/27/2020	2/10/2020	2/24/2020
* By Appointment Only	2/18/2020	2/28/2020	3/2/2020	3/16/2020	3/30/2020
* By Appointment Only	3/17/2020	3/27/2020	3/30/2020	4/13/2020	4/27/2020
* By Appointment Only	4/14/2020	4/24/2020	4/27/2020	5/11/2020	5/18/2020
* By Appointment Only	5/19/2020	5/29/2020	6/1/2020	6/15/2020	6/22/2020
<i>No Meetings held in July 2020</i>					
* By Appointment Only	7/14/2020	7/24/2020	7/27/2020	8/10/2020	No Mtg in August
* By Appointment Only	8/25/2020	9/4/2020	9/7/2020	9/21/2020	9/28/2020
* By Appointment Only	9/15/2020	9/25/2020	9/28/2020	10/12/2020	10/26/2020
* By Appointment Only	10/13/2020	10/23/2020	10/26/2020	11/9/2020	11/30/2020
* By Appointment Only	N/A	N/A	N/A	No Mtg in December	12/14/2020
* By Appointment Only	12/15/2020	12/25/2020	12/28/2020	1/11/2021	1/25/2021
* By Appointment Only	1/12/2021	1/22/2021	1/25/2021	2/8/2021	2/22/2021

\* Upon completion of a pre-scheduled application conference with Town staff. All required fees, forms and supporting documents are due at the time of application submittal. Incomplete applications and/or applications submitted without a prior pre-scheduled application conference will not be accepted. Once accepted, a DRC date will be assigned to the application by Town staff. Meeting dates shown in the red shaded boxes above are TENTATIVE and are subject to change.

**ALL APPLICATIONS SHALL NOT BE CONSIDERED FILED, AND ADMINISTRATIVELY COMPLETE, UNTIL TOWN STAFF, INCLUDING THE DEVELOPMENT REVIEW COMMITTEE (DRC), DETERMINES THAT THE APPLICATION MEETS ALL REQUIREMENTS OF APPLICABLE TOWN REGULATIONS AND/OR ALL DRC COMMENTS HAVE BEEN ADDRESSED. THEREFORE, ALL DATES AND TIMELINES SHOWN ABOVE ARE MERELY SHOWN AS GUIDELINES AND ARE SUBJECT TO CHANGE FOR ANY GIVEN APPLICATION PENDING THE FILING DATE AND DETERMINATION OF ADMINISTRATIVE COMPLETENESS BY TOWN STAFF FOR SAID APPLICATION.**

All meeting times are at 5:00 p.m. and are conducted in the Town Council Chambers at Westlake Town Hall unless posted otherwise. Agendas are posted a minimum of 72 hours prior to the meeting. Meeting agendas, packets, development fees and submittal requirements are available to view and download at [www.westlake-tx.org](http://www.westlake-tx.org).

Please direct any questions to Planning and Development staff as follows: Phone: (817)490-5742 Email: [nford@westlake-tx.org](mailto:nford@westlake-tx.org)