
City Council Regular Meeting

DEPARTMENT: Development Services


FROM: Tony D. McIlwain, Development Services Director

MEETING: January 20, 2026

SUBJECT:

Consider and take possible action on an ordinance amending ordinances CSO#1215-12-2019 and CSO#200-06-2022, to modify the Preliminary Plat, Final Plat, and Replat policies; selecting the Development Assistance Committee as the approval body for Preliminary Plats, Final Plats, and Replats. *(Final Reading) (Staff Contact: Tony D. McIlwain, Development Services Director)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 Dynamic & Preferred City Through Managed Growth	2.2 Promote sustainable residential and commercial development through strategic and long-term planning

SUMMARY:

During the November 3, 2025 City Council meeting, City staff was directed by City Council to modify the Platting approval process. The purpose of the changes to the Subdivision and Development regulations is to accomplish the following:

- Allows for the Platting approval process to be completed at the Development Assistance Committee (DAC) level; resulting in time saving for the applicants by eliminating the need for preliminary plats, replats, or final plats to be placed on a Planning and Zoning Commission consent agenda for compulsory approval.

The DAC will be responsible for the approval of all plats. The plat will be only be forwarded to the Planning and Zoning Commission if an appeal of the development assistance committee decision is made in writing by the applicant within 10 calendar days when. All DAC comments must be addressed or waived through a variance request before the plat will be approved by the

DAC and recorded. Failure of the DAC to make specific comments does not relieve the property owner from compliance with all ordinances.

The plat shall be scheduled for consideration by the DAC within 30 days after the date the plat application is accepted. The plat application is considered accepted upon the determination that the plat either meets the ordinance or a variance to an ordinance requirement has been approved and when all application fees are paid.

RECOMMENDATION:

Recommend approval of an ordinance for the text amendment.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

January 5, 2026: City Council conducted the first reading of the ordinance.

REFERENCE:

[City of Burleson, TX PLAT REQUIREMENTS](#)

FISCAL IMPACT:

None.

STAFF CONTACT:

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