



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: November 12, 2025  
PREPARED BY: Michael Burrell, Director  
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:  
Consideration, discussion, and possible action on the 2026 Subdivision Calendar.

BACKGROUND/SUMMARY:

This item sets the action dates for subdivision items that are submitted for review following the city’s Standard Review Process. That process is consistent with state law, specifically regarding the 30-day review for initial project submittals, 15-day review for resubmittals, and the action date by the Municipal Authority (P&Z).

This calendar also sets the P&Z meeting dates for 2026. There is a shift in the meeting date for November, as the second Wednesday of the month coincides with Veterans’ Day and the city will be closed. **The subdivision calendar has been drafted with an alternate P&Z meeting date of Tuesday, November 10<sup>th</sup>. The meeting time would remain at 6:30 pm. Does that day work for the Commission?**

LEGAL REVIEW: NA  
FISCAL IMPACT: No  
PRESENTATION: No  
ATTACHMENTS: Yes

- 2026 Subdivision Calendar

ACTIONS:	
Discretion	Discretionary
Subdivision Review Type	Not Applicable
Actions	Approve, Deny, Amend, Postpone

STAFF RECOMMENDATION:

It is the City Staff’s recommendation that the Planning and Zoning Commission approve the 2026 Subdivision Calendar with a modified meeting date for the Planning and Zoning Commission on Tuesday, November 10<sup>th</sup> at 6:30 pm.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None