

**2026 City of Westwood, Kansas
Application and Review Schedule**

Site Plans, Plats, Rezoning, Text Amendments, Special Use Permits, Sign Permits, Waivers & Exceptions, Variance/BZA Applications
The following is a list of submittal and review deadlines as well as associated scheduled meeting dates for applications that require action by the Planning Commission.

Planning Commission Meeting Date (Public hearing date, if applicable)	Pre-Application Meeting* (6 weeks prior to Planning Commission consideration)	Application Submittal Deadline (5 weeks prior to Planning Commission consideration)	Notice of Acceptance (Within 7 days of receipt)	Completed Staff Review (Within 7 days of receipt)	Public Notice Submitted/Mailed (Published and notification letters mailed within 20 days of public hearing**)	Revision Submittal Cutoff (10 days prior to Planning Commission consideration)	Planning Commission Packet Posted (2 business days prior to meeting)	City Council Consideration (unless protest period applies)
January 5, 2026	November 24, 2025	December 1, 2025	Variable	Variable	December 11, 2025	December 26, 2025	December 31, 2025	January 8, 2026
February 2, 2026	December 22, 2025	December 29, 2025	Variable	Variable	January 8, 2026	January 23, 2026	January 29, 2026	February 12, 2026
March 2, 2026	January 19, 2026	January 26, 2026	Variable	Variable	February 5, 2026	February 20, 2026	February 26, 2026	March 12, 2026
April 6, 2026	February 23, 2026	March 2, 2026	Variable	Variable	March 12, 2026	March 27, 2026	April 2, 2026	April 9, 2026
May 4, 2026	March 23, 2026	March 30, 2026	Variable	Variable	April 9, 2026	April 24, 2026	April 30, 2026	May 14, 2026
June 1, 2026	April 20, 2026	April 27, 2026	Variable	Variable	May 7, 2026	May 22, 2026	May 28, 2026	June 11, 2026
July 6, 2026	May 26, 2026	June 1, 2026	Variable	Variable	June 11, 2026	June 26, 2026	July 2, 2026	July 9, 2026
August 3, 2026	June 22, 2026	June 29, 2026	Variable	Variable	July 9, 2026	July 24, 2026	July 30, 2026	August 13, 2026
August 31, 2026†	July 20, 2026	July 27, 2026	Variable	Variable	August 6, 2026	August 21, 2026	August 27, 2026	September 10, 2026
October 5, 2026	August 24, 2026	August 31, 2026	Variable	Variable	September 10, 2026	September 25, 2026	October 1, 2026	October 8, 2026
November 2, 2026	September 21, 2026	September 28, 2026	Variable	Variable	October 8, 2026	October 23, 2026	October 29, 2026	November 12, 2026
December 7, 2026	October 26, 2026	November 2, 2026	Variable	Variable	November 12, 2026	November 27, 2026	December 3, 2026	December 10, 2026

* Pre-application meetings are encouraged for all matters except text amendments. Pre-application meeting dates are flexible based on availability of staff.
 ** Certified list of property owners notified of public hearing (200' or 1,000' as applicable) must be submitted by applicant prior to this date.
 † First Monday falls on an official holiday; meeting date moved to accommodate holiday schedule.

Regularly Scheduled Meetings:

- The Planning Commission meets on the first Monday of every month unless otherwise posted.
- The City Council meets on the second Thursday of every month unless otherwise posted.

Development review and proposal contacts:

City of Westwood
Westwood, KS 66025
info@westwoodks.org
Phone: 913-362-1550
Hours: M-F, 8 AM – 5 PM

Michael McCoy, Building Codes Administrator
Email: michael.mccoy@westwoodks.org
Phone: 913-942-2130

John Sullivan, Public Works Director
Email: john.sullivan@westwoodks.org
Phone: 913-942-2132

Leslie Herring, City Administrator
Planning Commission Staff Contact
Phone: 913-942-2128
Email: leslie.herring@westwoodks.org

Planning Commission Attorney
MVP Law
10 E. Cambridge Circle Dr., Ste. 300
Kansas City, KS 66103
Phone: 913-371-3838

Notes:

1. All required materials must be received prior to the close of business on or before the cut-off date. Failure to submit all required information, documents, and fees may result in the item being tabled to the next meeting regardless of prior publication.
2. For detailed information relating to application submittal requirements and the review process, see the City of Westwood, Kansas Zoning Ordinance which may be obtained from City Hall, 4700 Rainbow Blvd., Westwood, KS 66025 or at the City website: www.westwoodks.org.