



AGENDA ITEM COMMENTARY

MEETING NAME:	Planning and Zoning Commission
MEETING DATE:	June 10, 2025
ITEM TITLE:	Conduct a Public Hearing on an amendment to the Wolfforth Code of Ordinances 10.04.002 Procedures for plat renewal.
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

This commentary applies to the next two agenda items:

- 1. Conduct a public hearing on an amendment to the Wolfforth Code of Ordinances 10.04.002 Procedures for plat renewal.**
- 2. Consider and take appropriate action on an amendment to the Wolfforth Code of Ordinances 10.04.002 Procedures for plat renewal.**

In recent months, City staff has reviewed procedures related to preliminary platting. Currently, our ordinance requires developers to renew their preliminary plat annually, with the responsibility for tracking renewals falling on the Director of Development Services. However, in most cases, little progress is made on final plats within a year, making the annual renewal process redundant and unnecessarily burdensome.

In comparison, peer cities such as Abilene, Lubbock, Amarillo, and Wichita Falls require preliminary plat renewals every two years. To align with this standard and streamline the process, City staff is recommending that the renewal period be extended from one year to two years. In addition, developers would be required to submit a written request prior to the renewal date to initiate the extension.

City staff is also proposing clarification of the term “compatible” in relation to administrative approvals by the Director. The revised ordinance would define what constitutes a “minor change” to a preliminary plat—changes that could be approved administratively—and what types of modifications would require the plat to return to City Council for approval.

EXHIBITS:

1. Public Notice
2. Explanation of Changes

COMMITTEE ACTION/STAFF RECOMMENDATION:

City staff recommends the committee recommends approval to the City Council.