



Plat Application SUBMITTAL PROCEDURES

City of Bedford
1805 L Don Dodson Dr.
Bedford, TX 76021
817.952.2105
zoning.info@bedfordtx.gov

THE BELOW INFORMATION IS PROVIDED TO ENSURE APPLICANTS ARE INFORMED OF THE REQUIRED CHANGES AND TO PROVIDE EXPECTATIONS FOR THE PROCESS IN RESPONSE TO HB 3167 AND THE AMENDMENTS TO CHAPTER 212 OF THE LOCAL GOVERNMENT CODE.

APPLICATION FILING

1. An application must include all requirements for submission as provided in the Plat Application Packet in order to be accepted for submittal.
2. It is highly recommended that infrastructure studies such as Drainage, iSWM (stormwater), Traffic, and Utilities are submitted to the appropriate department and approved prior to application submittal and filing. *These studies are often finalized during the plat review process, which is now limited.*
3. A Development Review Committee (DRC) meeting is required before application submittal.

PROCESS

1. A DRC comment letter will continue to be provided identifying the deficiencies and will provide the applicable section references.
2. When all deficiencies have been corrected and the plat is ready to move forward, the Plat Application may be submitted. **The 30-day review period does not start until the applicable posted submittal deadline as shown on the Plat Submittal Schedule.**
3. A recommendation of Approval will be provided if all the studies are complete and regulations are met.
4. A plat for which no revisions were received before agenda posting will be sent to the Planning & Zoning Commission with a recommendation of Denial.
5. The applicant may request one 30-day postponement by submitting the 30-Day Extension Request Form. *(Neither Staff nor the Planning & Zoning Commission can postpone a plat. Chapter 212 of the Local Government Code does not allow for longer postponement periods.)*

If APPROVED:

1. The signed Certificate of Plat Approval will be provided on the plat.

If DENIED:

1. The applicant may make revisions and submit a singular response. The resubmittal must include a restatement of the deficiencies identified by staff, and below each shall provide a written response that states how the deficiencies were addressed.
2. If the deficiencies are not addressed and the case is heard within the required 15 days, a recommendation of Denial will be provided which will end the process. A plat cannot be approved that does not meet the requirements of Chapter 212, the City of Bedford's Subdivision Ordinance, or applicable law.

If more time is needed:

Chapter 212 does not allow for staff or Planning & Zoning Commission postponement but does allow for one 30-day voluntary postponement by submitting the 30-Day Extension Request Form. This form must be submitted by the applicant.

Please contact the Planning Department at zoning.info@bedfordtx.gov or call 817-952-2105 for any questions not addressed in this document.