

Development Services Intake Process

- Application submitted.
- Determination of completeness or incompleteness will be provided to applicant within 48 hours, along with Project Manager contact information.
- If deemed incomplete, applicant must meet submittal requirements and resubmit.
- Only completed submittals are forwarded into the review queue.
- Development Services begins 15 day initial review. Once the review has been completed a list of compiled comments and redlines are returned to the applicant for correction.
- Every comment made by Development Services requires action.
- Once all comments and redlines are adequately addressed applicant will resubmit revised plans to Development Services.
- Development Services has up to 10 days to review revised submittal's and reply with comments and/or approve.
- Once all comments and redlines are adequately addressed, Project Manager will deem the project approved.
- Development Services counter located at 808 S. Buchanan, Amarillo, Texas 79101

*Plat, Zoning, Site Plan, Dedication, Vacation, SUP's fall under 10 day reviews

