



Pre-Application Consultation Request

REQUIRED FOR:

- ☐ Concept Plans
- ☐ Development Plans
- ☐ Uses on Review / Special Uses
- ☐ Planned Developments
- ☐ Plan Amendments
- ☐ Ordinance Amendments

ENCOURAGED FOR:

- ☐ Rezoning
- ☐ Level 2 Hillside Protection Overlay (City)

Pre-application consultations will be held on the first three Tuesdays of the month. City: 9-10:00 am | County: 9-10:30 am

Pre-application consultations shall occur at least seven days prior to the deadline for Planning Commission meeting application submittal and can take place in person, over the phone, or virtually depending on the nature of the request.

Pre-application consultations will accommodate:

- Review of site plans prior to formal application submittal **(required, send plans with this form)**
- Discussions of property and regulations prior to plan development by applicant (recommended)

APPLICANT INFO

All correspondence related to this application should be directed to the approved contact listed below.

Applicant Name	Email	Phone
Date Filed	Target Planning Commission Meeting Date	Desired Pre-Submitted Meeting Date
Type of Pre-Application Consultation Requested:	☐ Site plan review prior to formal submittal of application (required)	☐ Discussion of property, zoning, and applicable regulations related to desired use (recommended)

PROPERTY INFO

Project Name	Parcel ID	Zone	
Property Address	City	State	ZIP
• Development Type: ☐ Residential Subdivision ☐ Commercial ☐ Other _____			
• If Residential Development: ☐ Attached Dwelling ☐ Detached Dwelling ☐ Number of Lots _____			
• If Special Use or Use on Review, Proposed Use: _____			
• Will this request require a rezoning? ☐ Yes ☐ No If Rezoning, Proposed Zone: _____			

Links to Checklists:

- [• Concept Plan Checklist](#)
- [• Duplex Checklist](#)
- [• Use on Review- Special Use- Development Plan Checklist](#)
- [• Planned Development Checklist](#)