

Planning & Zoning Department



Pre-application Conference Request

Pre-application conferences are required for Comprehensive Plan and LDC Amendments, Site-Specific Zoning, Map Amendments, Temporary Use Permits, Limited Use Permits, Special Use Permits, Variances, Agricultural Land Divisions, Short Plats, Subdivisions, and Modifications, to plats or special use permits. Pre-application meetings take place between the applicant, the applicant's representative, and planning staff. Please submit this form and pre-application conference fee to the Planning Department.

For Office Use Only

Fees Paid

Check # _____ Credit Card Cash _____

Fees are non-refundable.

SECTION I: PERSONAL AND PROPERTY RELATED DATA

Owner Info

Owner Name: _____

Address: _____ Zip code: _____

Project Location

Name of Applicant (if different than owner): _____ Phone: () _____

Project Address (if different than owner address): _____ Zip code: _____

Email: _____ Zoning District: _____

Primary Contact (if not applicant): _____

Email: _____ Phone: () _____

Designated Primary Contact

Owner Agent/Representative

Project Info

Total Acreage: _____

RP#: _____ Use or Application Type Request: _____



I, the undersigned, have reviewed the attached information and found it to be correct. I also understand that the items listed below are required for my application to be considered complete and reviewed.

Applicant Signature: _____ Date: _____

I, the undersigned, am the owner of the referenced property and do hereby give my permission to be my agent and represent me in the matters of this application. I have read the attached information regarding the application and property to find it to be correct.

Owner Signature: _____ Date: _____

