



SUBDIVISION PRE- APPLICATION

STAFF USE ONLY

Date Submitted: _____ Received by: _____ Fee paid: _____ Project # _____

REQUIRED SUBMITTALS

Application Fee: \$ 750.00

Follow-up meeting: \$ 300.00

Complete Pre-Application Meeting: Six weeks prior to the formal submittal of a subdivision application, you must apply for and attend a pre-application meeting which will provide an opportunity to receive feedback from city staff. Prior to the meeting a conceptual plan map and a written description of the project will need to be provided. Note: that the six weeks begin on the date of your initial pre-application meeting. Once you have completed the pre-application process you may submit a subdivision application.

APPLICATION INFORMATION

PROPERTY OWNER:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:		EMAIL:
APPLICANT OR CONSULTANT:		PROF. ROLE:
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:		EMAIL:

SITE INFORMATION:

ADDRESS OF PROPERTY OR GENERAL LOCATION:		
EXISTING CITY ZONING (CHECK ALL THAT APPLY): R-1 ☐ R-3 ☐ R-5 ☐ R-8 ☐ R-12 ☐ R-17 ☐ MH-8 ☐ NC ☐ C-17 ☐ C-17L ☐ CC ☐ DC ☐ LM ☐ M ☐ NW ☐		
LEGAL DESCRIPTION:	EXISTING ZONING:	PROPOSED NUMBER OF LOTS:
GROSS AREA/ACRES:	CURRENT LAND USE:	ADJACENT LAND USE:
DESCRIPTION OF PROJECT/REASON FOR REQUEST:		