

PRE- APPLICATION MEETING REQUEST FORM

Thank you for your interest in scheduling a pre-application meeting with the City of Louisville. We look forward to reviewing your request and meeting with you. The pre-application meeting process is in place to provide an opportunity for potential applicants to meet with the City of Louisville's Development Review Team to discuss development proposals and learn more about the City's technical and procedural requirements. Pre-application meetings are required prior to the submittal of most land use applications.

Pre-application meetings are scheduled once this form is submitted, along with a written description of the proposed project and a conceptual plan of the proposal. If specific feedback is desired from staff, please provide a list of questions that you would like addressed during the pre-application meeting.

APPLICANT INFORMATION

Firm: _____

Contact: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

LAND USE PROCESS you are inquiring about: (check any that apply)

- ☐ Annexation
- ☐ Zoning
- ☐ Subdivision
- ☐ Planned Unit Development (PUD)
- ☐ Amended PUD
- ☐ Special Review Use (SRU)
- ☐ SRU Amendment
- ☐ Temporary Use Permit: _____
- ☐ CMRS Facility: _____
- ☐ Other: _____

PROJECT INFORMATION

Site Location (address): _____

Project Description: _____

To schedule a meeting, submit this form along with the conceptual plan to planning@louisvilleco.gov or contact a member of planning staff at 303-335-4592 with any questions regarding submittal requirements.

The more information you provide regarding a project, the more productive a pre-application meeting can be. Please also consider submitting the following items if they are available: a survey or ILC of the property, subdivision sketch plan, conceptual landscape plans, and conceptual architectural elevations or examples.