Pre-application Meeting Checklist

Note: The following items are optional, but will enable City Staff to provide greater input to the developer and should make the Pre-application meeting more effective.

1. ☐ Aerial photo of the site and location map.
2. ☐ A concept level drawing/sketch of the proposed development.
3. ☐ A written scope of work describing the project and relevant building and engineering issues.
4. ☐ Photos showing the site from all angles looking into and out of the site. (8 minimum, more for larger sites)