



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)