

Optional Pre-Submittal Assessment Request



Request Date: _____

(Select One)

Final Plat

Amending Plat

Replat

Final Plat with Construction Plans

Minor Plat

Engineering Site Plan

(Select One)

Residential

Commercial

Subdivision Name:		R Number: _____
Name: _____		Acreage: _____
Lots & Blocks: _____		
Number of Lots (If Residential): _____		

Record Owner of Property/Agent*		Primary Contact	
Printed Name: _____		Phone: (____)_____	
Signature: _____		Fax: (____)_____	
Date: _____		Email: _____	
Address: _____	City: _____	State: _____	Zip: _____

*Note: An Agent must furnish a signed "Letter of Authorization" from the owner when submitting this request.

Engineer/Surveyor		Primary Contact	
Firm: _____		Phone: (____)_____	
Representative Name (Print): _____		Fax: (____)_____	
Email: _____			
Address: _____	City: _____	State: _____	Zip: _____

Applicant		Primary Contact	
Printed Name: _____		Phone: (____)_____	
Signature: _____		Fax: (____)_____	
Date: _____		Email: _____	
Address: _____	City: _____	State: _____	Zip: _____



Optional Pre-Submittal Assessment Request

I request an optional pre-submittal assessment by the city. This assessment is an informal process that the city offers to applicants prior to submittal of an application with the City. I recognize that I shall be precluded from submitting a corresponding application while city staff is reviewing the documents I have submitted to the city or until the expiration of 21 calendar days, whichever is less. If I have already submitted a corresponding application, this form shall also be considered my official request for withdrawal of that application.

Applicant

Date