



Pre-Application Meeting Request Form

Submit application to info@edgewood-fl.gov

Project Information

Name: _____ Email: _____ Phone: _____

Address(es) of Subject Property: _____

Parcel ID(s): _____

Who will attend this pre-application meeting? _____

Application Fee:

\$750.00 fee. (*If the requestor proceeds with a formal application, this fee will be applied to the full site plan application cost, or any required Special Exceptions, Variances, or Waivers.)

Purpose:

The pre-application process is an informal exchange of ideas and information in response to potential development plans provided by the applicant. This process helps the applicant determine the next steps of their development proposal. It allows staff to identify potential project issues and suggest improvements to expedite the approval process and avoid future costly plan revisions. Please note that information provided by the City of Edgewood does not constitute a waiver of any requirements in the City's Land Development Code nor will represent any final staff recommendation.

Recommended Attachments:

1. Completed form.
2. Any other information the applicant would like to share with staff prior to the meeting such as conceptual layout of the proposed development).
 - o including structures, off-street parking, and landscaped areas.
 - o Proposed use.
 - o Proposed access.
 - o Proposed density.

Discussion Topics: Pre-application meetings will focus on the following:

1. Zoning regulations (setbacks, parking, building height, etc.).
2. Vehicular and pedestrian circulation.
3. Infrastructure improvements (water, sewer, traffic, storm water).
4. Spatial elements (street and lot layout).
5. Connectivity to adjacent properties.
6. Landscaped areas, open space, and recreation areas.
7. Other issues to facilitate better development design.

Acknowledgement

I, as the applicant, understand and agree that completion of a Pre-Application Meeting does not vest a permit, application, or other type of development approval or any rights with regard to the development of the subject property. The information discussed and comments made by Staff during this meeting do not constitute or substitute for the formal review of your project and do not preclude future comments during project review. Staff provides only information known to them at the time and cannot anticipate a potential outcome of any development permit or application, even if so indicated at the meeting.

Name: _____

Date: _____

Signature: _____