

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.

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

- Annexation
- Concept Plan
- Easement Vacation
- Oil and Gas
- General Development Plan (GDP)
 - Amendment
 - New GDP
- Planned Unit Development (PUD)
 - Amendment
 - Preliminary
 - New PUD
- Rezoning
- Special Review Use (SRU)
 - Amendment
 - New SRU
- Subdivision
 - Final or Replat
 - Preliminary Plat
- Temporary Use Permit
- Variance
- Vested Property Right
- Wireless Facility
- Other: _____

APPLICANT INFORMATION

Firm: _____
 Contact: _____
 Address: _____

 Telephone: _____
 Email: _____

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.