



REQUESTED MEETING LENGTH:
 30 minutes
 1 hour

PRE-APPLICATION CONFERENCE REQUEST

MINIMUM SUBMITTAL REQUIREMENTS:
 Application provided by City of Amarillo completed in full. This application must be used and may not be adjusted or altered. Please attach pages if additional information is provided. Applications can be submitted by emailing it to development@amarillo.gov
 Site plan showing the project's location and the proposed development
 Description of project

Applicant: _____
 Firm Name (if applicable): _____
 Primary Contact Name: _____
 Telephone: (____) _____ Email: _____
 Secondary Contact Name: _____

Location of Project (Vicinity): _____
 Jurisdiction: City Limits ETJ; County: _____ Total Acreage: _____ Total No. of Lots: _____
 Legal Description: _____
 Tax I.D. No.: _____
 Land Use: (Existing) _____ (Proposed) _____
 Zoning: (Existing) _____ (Proposed) _____

Questions Regarding Requirements For:
 Annexation Platting Zoning Vacation of Public Rights-Of-Ways Paving Plans
 Drainage Utility Service Certificates of Occupancy Site Plan Building Permits
 Current Codes Landscaping Parking Signage Setbacks Easements (On/Off-site)
 Other: _____

MEETING TIME AND DATE:
 City of Amarillo staff are available every Tuesday 10am to 12pm via video conference (Zoom Meeting App). Applicants may request 30 minutes or an hour for each project site. If you are wishing to discuss multiple projects, please fill out an application for each project site. Complex projects may require more than 30 minutes. Please be aware that Pre-Application Conferences are first come, first serve. Once the application has been received, staff will confirm the date and time of the meeting and provide you with the video conference information and link.
 *The City of Amarillo asks that you please provide any available information including: Conceptual Site Plans, Aerial Photos, A General Sketch of Proposal, ETC. to Staff prior to the Pre-application Conference for distribution to City Departments. Any information provided will help City Staff to better prepare for the Pre-application Conference.

INTERNAL PRE-APPLICATION CONFERENCE NOTES

Building Safety:

Engineering:

Environmental Health:

Fire Marshal's Office:

Parks:

INTERNAL PRE-APPLICATION CONFERENCE NOTES

Planning:

Traffic Engineering:

Utilities Division:

TXDOT Representative:

Other: