



# PRE-APP

## City of Titusville Pre-Application Meeting Request

Project Name: \_\_\_\_\_  
 Project Location: \_\_\_\_\_  
 Submitted By: \_\_\_\_\_  
 Company Name: \_\_\_\_\_ Email: \_\_\_\_\_

### Pre-Application Review Requirements

The following items are only the code minimum requirements for scheduling a pre-application meeting. The applicant should provide any other information not listed that may warrant concern or discussion by City officials. A pre-application meeting does not imply any formal approval by the City. The City will determine the application completeness.

Yes	No	NA	General Requirements	Note reason for "No" or "NA"
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eight (8) set of pre-application plans (signed and sealed).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Check for \$250.00 plus \$10 per acre (payable "The City of Titusville").	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan Size 24" x 36" (Folded to 9" X 12").	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name of project.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owner's authorization form.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type of development.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name of owner/developer (address & phone).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name of engineer/surveyor/archit./LS archit./planner (addr. & phone).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vicinity Map: Included within the vicinity map shall be the surrounding land use designations and zoning classifications for adjoining-adjacent properties as well as for the project itself.	_____
			<b>Site Data Requirements</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Total project area or acreage.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Density (allowed and proposed).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Number of buildings (pre & post development).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building height (pre & post development).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building coverage (pre & post development).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impervious surface coverage (pre & post development).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed stormwater areas and discharge point.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Area of critical concern.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North arrow and scale.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal description & tax ID No. (include Section, Township, Range).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Current survey (2 copies): include a boundary map.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Topographical survey: site specific topographical survey provided within contour intervals of at least two (2) feet in elevation.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of environmental sensitive areas, water courses, wetlands, flood plains, natural habitat, threatened or endangered species, major trees or groups of trees.	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed Improvements in sufficient detail to be evaluated (parking, streets, solid waste, building footprint, water, sewer, stormwater, legal positive outfall, access, hydrant locations, etc. and dimensioned).	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any off site improvements.	_____

### City of Titusville Official Use Only

Application Received Date: \_\_\_\_\_ Fee: \_\_\_\_\_  
 Log Number: \_\_\_\_\_ Site Classification:  Type I  Type II  
 Checked-In By: \_\_\_\_\_ Application Status:  Complete  Not Complete  
 Note deficiencies in application: \_\_\_\_\_  
 Date of Rejection: \_\_\_\_\_ Rejected By: \_\_\_\_\_