



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.
 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: _____
 Telephone: (____) _____ Email: _____

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 is available every Tuesday from 10 AM to 12 PM in Room 208 of the Simms Building (808 S Buchanan St.). 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. City staff will confirm the meeting time and date with the applicant listed on this application.
 *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.

