

CITY OF MERIDIAN
 Community Development Department – Planning Division
 33 E. Broadway Avenue, Suite 102, Meridian, ID 83642
 (208)884-5533 Phone ~ (208)888-6854 Fax

PRE-APPLICATION MEETING REQUEST FORM

Pre-application meetings are required prior to the submittal of any application that requires a public hearing and must be held no more than 4 months prior to application submittal.

Project/Subdivision:

Name:	Address/Location:
-------	-------------------

Site Information:

Parcel Number(s):		Total Acres:	
Number of Proposed Building Lots:	Number of Units:	Current Zoning:	Proposed Zoning:

Property Owner Contact Info:

Name:		Address:	
Phone Number:	Fax Number:	E-mail Address:	

Applicant/Representative Contact Info (if different):

Name:		Address:	
Phone Number:	Fax Number:	E-mail Address:	

Type of Application(s):

- | | |
|---|---|
| <input type="checkbox"/> Annexation & Zoning (<i>bring concept plan</i>)
<input type="checkbox"/> City Council Review
<input type="checkbox"/> Comprehensive Plan Map/Text Amendment
<input type="checkbox"/> Conditional Use Permit (<i>bring site plan</i>)
<input type="checkbox"/> Conditional Use Permit Modification (<i>bring site plan</i>)
<input type="checkbox"/> Development Agreement Modification
<input type="checkbox"/> Planned Unit Development (<i>bring site plan</i>)
<input type="checkbox"/> Preliminary Plat (<i>bring draft plat</i>) | <input type="checkbox"/> Preliminary/Final Plat Combination (<i>bring draft plat</i>)
<input type="checkbox"/> Rezone (<i>bring concept plan if new development</i>)
<input type="checkbox"/> Short Plat (<i>bring draft plat</i>)
<input type="checkbox"/> Time Extension (Commission or Council)
<input type="checkbox"/> Vacation (<i>non-exempt & non right-of-way</i>)
<input type="checkbox"/> Variance
<input type="checkbox"/> Unified Development Code Amendment
<input type="checkbox"/> Other _____ |
|---|---|

Please list all persons who will attend the pre-application meeting: (*Please include property owner*)

Specific Questions/Issues: _____

This completed form must be submitted to the Community Development Department at least 48 hours before your requested meeting time. A Planner will confirm the meeting by either phone or e-mail.

Note: A Traffic Impact Study (TIS) will be required by ACHD for large commercial projects and any residential development with over 100 units. It is the applicant's responsibility to contact & transmit the TIS to ACHD. To avoid unnecessary delays & expedite the bearing process, applicants are encouraged to submit the TIS to ACHD prior to submitting their application to the City. Not having ACHD comments and/or conditions on large projects may delay bearing(s) at the City. Please contact Mindy Wallace at 387-6178 or Christy Little at 387-6144 at ACHD to determine if a TIS is required or for any questions in regard to ACHD conditions, impact fees and process.