



GROWTH MANAGEMENT DEPARTMENT
201 SE 3rd STREET (Second Floor), OCALA, FL 34471
Phone: (352) 629-8404 Fax: (352) 629-8308
Email: gmd@ocalafl.org Website: www.ocalafl.org

REQUEST FOR PREAPPLICATION MEETING

****PROJECT INFORMATION:**

Project Name: _____ Location of Site: _____
Parcel Number: _____ Site Area: _____ Proposed Building SF: _____
Description of project:

**** CONTACT INFORMATION:**

Business Name: _____
Business Address: _____
City/State/Zip Code: _____
Business Telephone Number: _____
Contact Person: _____ Direct Telephone Number: _____
Email address: _____

**** AVAILABILITY (DATES AND TIMES):**

Preapplication/conceptual plan discussions are typically scheduled on Wednesday between 9:00 AM and 11:00 AM on the site plan review agenda. A conceptual plan should be provided prior to the meeting but is not mandatory. Discussions are limited to 30 minutes. Only one preapplication meeting per consultant per parcel. Additional review will be provided only upon submission of an application to begin formal review.

If you are unable to attend during the Wednesday meeting timeframe, please provide several dates and times you are available and we will try to accommodate your request for an alternate meeting date and time.

Day: _____ **Time:** _____

Day: _____ **Time:** _____

Day: _____ **Time:** _____

Day: _____ **Time:** _____