



# PRE-APPLICATION MEETING REQUEST

COMMUNITY DEVELOPMENT | PLANNING

Please submit the completed form and all attachments to [planning@larimer.org](mailto:planning@larimer.org). A planner will be in contact with you to schedule your pre-application meeting. Incomplete forms and/or missing attachments may result in a delay of scheduling.

**\* indicates a required field**

CONTACT INFORMATION	
Name*:	My role is (check all that apply):  <div style="display: flex; justify-content: space-around;"> <span>Property Owner</span> <span>Consultant</span> </div> <div style="display: flex; justify-content: space-around;"> <span>Potential Buyer</span> <span>Other:</span> </div>
Email Address*:	
Phone Number*:	
PROPOSAL	
Parcel ID Number(s)*:	Address:
What is the current zoning of the property?* <small>To obtain your zoning information, please search for your property on the Assessor's Property website at <a href="https://www.larimer.gov/assessor/search#/property/">https://www.larimer.gov/assessor/search#/property/</a>. The Zoning Info appears in the "Related Info" box in the upper right corner of the Property Details pop-up after selecting your property.</small>	
What are you proposing?*	
<div style="display: flex; justify-content: space-between;"> <span>Lot Line Adjustment</span> <span>Land Division</span> <span>Site Plan</span> <span>Other:</span> </div> <div style="display: flex; justify-content: space-between;"> <span>Easement/R.O.W Vacation</span> <span>Short-term Rental</span> <span>Rezoning</span> </div>	
Current Use of the Property*: <div style="display: flex; justify-content: space-between;"> <span>Commerical</span> <span>Industrial</span> <span>Residential</span> <span>Vacant</span> <span>Other:</span> </div>	
Is this meeting request the result of a code compliance case?*      Yes      No If yes, please provide your code compliance case number:	
Proposed Water Service*: <div style="display: flex; justify-content: space-between;"> <span>Well</span> <span>Public: (list provider)</span> </div>	Proposed Sewer Service* <div style="display: flex; justify-content: space-between;"> <span>Septic</span> <span>Public: (list provider)</span> </div>

ATTACHMENTS - REQUIRED
<p style="text-align: center;"><b>PLEASE INCLUDE THE FOLLOWING DOCUMENTS WITH THIS PRE-APPLICATION REQUEST FORM. Failure to include these attachments with your form may result in a delay in scheduling a pre-application meeting.</b></p> <ol style="list-style-type: none"> <li><b>1. Proposal Description*:</b> Provide a written description of your project with as much detail as possible. Typical information include the project location, existing use, proposed use, approximate building size, approximate size of property, number of parking spaces, and number of residential units. If a land division is requested, describe the number and size of the proposed lots. <i>If you have specific questions you would like answered in the pre-application meeting, please include them in your proposal description.</i></li> <li><b>2. Conceptual Site Plan (if applicable):</b> Include information such as building footprints, use areas, location of access points, location of open space, sidewalks, elevation of buildings, location of detention ponds, proposed lot and road layout, etc.</li> <li><b>3. Site Photos (Optional):</b> Photos of the property or structure are helpful but not required.</li> </ol>

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