

OFFICE USE ONLY

Contact the Planning Office for the number of plans needed _____

**CITY OF BATH
REQUEST FOR PRE-APPLICATION WORKSHOP**

Applicant Name: _____
[Applicant must own the property, or have an option or purchase and sales agreement to buy the property.]

Property Address: _____

Mailing Address: _____

Phone #: _____

Email: _____

Property owner if different:

Name: _____

Address: _____

Phone #: _____

Email: _____

Applicant's interest in property: _____
(owner, option holder, lessee, etc.)

Size of parcel: _____

Map: _____ Lot: _____

Zoning: _____

Proposed use of parcel: _____

Supporting materials (other than the Site Plan) submitted: _____

From Land Use Code Article 12, Section 12.05

A. Pre-application Workshop

Prior to submitting a formal application, the applicant may schedule a pre-application workshop with the Planning Board. The pre-application workshop is informal and informational in nature and does not result in any formal action. There is no fee for a

pre-application review, and it does not cause the plan to be a pending application. No decision on the substance of the plan may be made at the pre-application workshop. The applicant is encouraged to meet informally with the Planning Director prior to the workshop.

1. Purpose

The purposes of the pre-application workshop are to:

- (a) allow the Planning Board to understand the nature of the proposed development and the issues involved in the proposal
- (b) identify issues that need to be addressed in future submissions

2. Information Required

There are no formal submission requirements for a pre-application workshop. However, the applicant should be prepared to discuss the following items with the Planning Board:

- (a) the proposed site, including its location, size, and general characteristics
- (b) the natural characteristics of the site that may limit its use and development
- (c) the nature of the proposed use and development, including a conceptual site plan
- (d) any issues or questions about existing municipal regulations and their applicability to the project
- (e) any requests for waivers from the submission requirements

The undersigned certifies that all information and materials submitted are true and accurate to the best of his/her knowledge, and understands that falsification or misrepresentation of any aspect of the project may cause the review process to be terminated or nullify any approvals granted.

Applicant name (printed or typed): _____

Applicant signature: _____

Telephone number: _____ Date: _____